**ACKNOWLEDGEMENTS**

This manual was prepared by Heather McBey of Arborg, Manitoba. Heather has worked with volunteer organizations in the Arborg-Riverton area and has practical experience in searching out grant information for the community. Heather is a Recreation Practitioner and resource leader for workshops and conferences. She is presently working on contract for the Recreation Branch of Manitoba Culture, Heritage and Recreation.

## INTRODUCTION

In 1983, Manitoba Culture, Heritage and Recreation produced a Grants and Resources Manual that contained basic information about grants and resources available to voluntary organizations and communities thoughout Manitoba. The manual received an over-whelming response from the communities. Due to many requests during 1983 and 1984, Manitoba Culture, Heritage and Recreation decided to update the information once again.

The information for the manual was gathered in August and September, 1985. Please consider the following:

1. You should contact the respective government department or agency for details on the criteria before you prepare your submission.

2. You should be aware that changes occur in the criteria and conditions in several of these grant programs annually at different time periods during the year. The information included in this manual is correct as provided from the sources in August and September, 1985. Please contact the source for an update.

# TABLE OF CONTENTS


Page

**PROVINCIAL GOVERNMENT**

Manitoba Culture, Heritage and Recreation

Programs

Equipment Grant for Remote Communities ..... 1
Recreation District Grant ..... 2
Linguistic Support ..... 3
Community Cultural Councils ..... 4
Public Events Sponsorship ..... 6
Skills Transfer ..... 8
Coordination Assistance ..... 10
Ethnocultural Heritage Support ..... 12
Grants to Provincial Recreation Organizations..... 16
Rural Library Capital Grants ..... 18
Rural Library Establishment Grants ..... 21
Rural Library Operating Grants ..... 23
Community Commemorative Plaque Grants ..... 25
Community Museums ..... 26
Municipality-Designated Heritage Building Grant ..... 28
Provincially-Designated Heritage Building Grant ..... 30
Regional Services ..... 32

Manitoba Business Development and Tourism

Programs

Introduction ..... 34
Marketing Expansion ..... 36
Tourism Resources, Attractions and Facilities ..... 37
Winnipeg Attractions ..... 38
Rural Attractions ..... 39
Tourism Events ..... 40
Industry Productivity Enhancement ..... 41
Administration, Strategic Research, Planning Evaluation & Public Information ..... 42

Manitoba Education

Programs

New Initiatives Projects in Adult and Continuing Education ..... 43
Grants for Evening Schools (Rural) ..... 45
Grants for Evening Schools (Cities) ..... 46

Manitoba Employment Services and Economic Security — Page

Programs

Manitoba Jobs and Training ..... 47
Northern Youth Corps ..... 49
Manitoba Community Assets ..... 51
Listing of Regional Service Offices ..... 52

Manitoba Energy and Mines

Programs

Community CHEC ..... 54

Manitoba Health - Sport Directorate

Programs

Funding to Provincial Sport Association ..... 56
Regional Sport Association Package ..... 57
Athletic Therapy Levels ..... 58
Coaches and Officials Certification Clinics ..... 60

Manitoba Highways and Transportation

Programs

Transportation Of The Mobility Disadvantaged in Rural Manitoba .... 61

Manitoba Municipal Affairs

Programs

Main Street Manitoba ..... 62
Centennial Grants ..... 63

Manitoba Northern Affairs

Program

Northern Community Assets Program ..... 64

**FEDERAL GOVERNMENT**

Canada Council

Program

Explorations ..... 66

Page

Department of Communications

Program

Cultural Initiatives ..... 68

Employment and Immigration Canada

Programs

Skills Investment ..... 72
Job Entry - Re-Entry For Young People ..... 73
Job Entry - Re-Entry For Women ..... 75
Job Development ..... 77
Skill Shortages ..... 78
Community Futures ..... 79
Innovations ..... 80

Health and Welfare Canada

Programs

Health Promotion Contribution ..... 82
New Horizons ..... 83

Secretary of State

Programs

Introduction ..... 85
Katimavik ..... 86
Native Friendship Centre ..... 87
Native Social and Cultural Development ..... 88
Multiculturalism - Group Development ..... 89
Multiculturalism - Performing and Visual Arts ..... 90
Multiculturalism - Cultural Integration ..... 91
Multiculturalism - Intercultural Communications ..... 92
Multiculturalism - Cultural Enrichment ..... 93
Multiculturalism - Writing and Publication ..... 94
Women's Programs ..... 95
Aboriginal Women's Program ..... 96
Disabled Persons Participation Program ..... 97
Voluntary Action Program ..... 98
Human Rights Program ..... 99
Official Languages Communities ..... 100
Promotion of Official Languages ..... 101
Open House Canada ..... 102
Canada Day ..... 103

Page

Energy, Mines and Resources Canada

Programs

Canada Energy Audit Program ..... 104
Enerdemo ..... 106

MISCELLANEOUS

**FOUNDATIONS**

Program

Murphy Foundation Incorporated ..... 109

**MANITOBA ARTS COUNCIL**

Programs

Access ..... 110
Artists in Schools ..... 113
Artists in Schools/Communities ..... 114
Exhibition Assistance ..... 115
Artventures "A" ..... 116
Artventures "B" ..... 118
Public Readings By Manitoba Writers ..... 120

**MANITOBA INTERCULTURAL COUNCIL**

Program

Ethnocultural Community Support Fund ..... 122

**MANITOBA COMMUNITY SERVICES COUNCIL**

Program

Manitoba Community Services Council Grant ..... 124

**MANITOBA HERITAGE FEDERATION**

Program

Manitoba Heritage Federation ..... 125

Page

SERVICE CLUBS ..... 126

TELEGLOBE CANADA

Program

Donations Committee..... 127

UNIVERSITY OF MANITOBA

Program

Field Placement ..... 128

REFERRAL FORM ..... 129

Referral form: Manitoba Culture, Heritage and Recreation plans to update and reprint this manual next year. If you are aware of other sources of funds and resources, please contact the Department by filling out and mailing in the form on the last page of this manual. We would greatly appreciate your assistance.

# MANITOBA CULTURE HERITAGE & RECREATION

**PROGRAM:** EQUIPMENT GRANT FOR REMOTE COMMUNITIES

**PURPOSE:** To assist remote Northern Communities in the purchase of equipment. The Department of Northern Affairs and the Federal Department of Indian and Inuit Affairs help administer and promote the program through a consultation process with eligible communities.

**GRANT CRITERIA:** Applicants must submit a completed application.

**LEVEL OF ASSISTANCE:** A maximum grant of $800.00 is available annually.

**WHO MAY APPLY:** All remote Northern Communities in the Parkland, Eastman, Norman, and Interlake regions may apply.

**APPLICATION DEADLINE:** - Please contact Regional Office.

**CONTACT:** Regional Offices
See page 33 for listings.

**PROGRAM:** **RECREATION DISTRICT GRANTS**

**PURPOSE:**

- To assist communities, municipal corporations and school divisions in developing and implementing programs by hiring a full-time Recreation Director.

**LEVEL OF ASSISTANCE:**

The annual grant to districts is based on the number of participating municipal corporations, population, population density, and total assessment. The formula is:

- A $2,000 basic grant.
- A $1,000 grant for each participating municipal corporation.
- A $1,000 grant for a district with a population of more than 10,000 people.
- A $1,000 grant for a district with an average population density of less than 10 people per square mile.
- A grant based on the total assessment of the district;
  - $3,000 for an assessment of 0 - 10 million
  - $2,000 for an assessment of 10 - 20 million
  - $1,000 for an assessment of 20+ million.
- A $1,000 grant for an agreement with a school division.

**WHO MAY APPLY:** Three or more municipal corporations and surrounding school divisions in the Westman, Interlake, Eastman, Central and Parkland regions.

**APPLICATION DEADLINE:** Ongoing

**REMARKS:** By pooling resources, districts are able to hire full-time Recreation Directors to co-ordinate recreation programs.

**CONTACT:** Regional Office for application/Information.

See page 33 for listings.

**PROGRAM:** **LINGUISTIC SUPPORT**

**PURPOSE:** This program provides support to Manitoba's non-profit community-based ethnocultural organizations for the teaching of ancestral language programs outside the public school system for school-age children at age four and ending in Grade 12.

**WHO MAY APPLY:**

- Applications may be submitted by non-profit, community-based ethnocultural organizations who have operated a language program for at least one year.

**CRITERIA:**

- Must be an ancestral language program outside the school system for children age 4 (four) and ending in Grade 12.
- Non-profit community-based ethnocultural organization.
- Must have been in operation for 1 year prior to applying for the grant.

**LEVEL OF ASSISTANCE:**

a) Schools with enrollments of 15 - 50 students - $750

b) Schools with enrollments of 50 to 100 students:
   - base grant $750 for first 50 students
   - $15 per capita for the next 50 students

c) Schools with enrollments of over 100 students:
   - base grant $750 for first 50 students
   - $15 per capita for next 50 students
   - $10 per capita for each student over 100 students

**APPLICATION DEADLINE:** December 31. Annually.

**CONTACT:** Regional Offices for applications/information
See listings page 33.

**PROGRAM:** **COMMUNITY CULTURAL COUNCILS**

**PURPOSE:** The program provides operating and programming assistance to community arts/cultural councils. The councils run programs of broad community interest and some may operate a permanent arts, cultural or heritage facility.

**WHO MAY APPLY:** Community Cultural Councils.
These councils are community-based "umbrella organizations" composed of representatives from one or more community arts, cultural and heritage groups, and interested community members.

**CRITERIA:** Applicants:

a) must be located outside the City of Winnipeg;

b) should have municipal support as evidenced by letters of financial commitment which include a certification of the per capita contributions by supporting municipalities;

c) must have a Constitution and By-Laws and operate with a duly elected Board of Directors;

d) must have provided programming for a minimum of one year;

e) programming must include a variety of arts, cultural and heritage activities;

f) must be a non-profit organization;

g) membership must be open to the public;

h) programs must be open and accessible to the public.

**LEVEL OF ASSISTANCE:**

a) Operating Grants: in 1985-86, Community Cultural Councils are eligible to receive an operating grant based on the greater amount of

i) the 1983-84 operating grant awarded

or

ii) matched municipal contributions to a maximum of $1.00 per capita

For Community Arts/Cultural Councils in communities falling within Norman Region boundaries and which serve a population of fewer than 5,000 people, Manitoba Culture, Heritage and Recreation will match municipal contributions on a 50/50 basis to a maximum of $1.50 per capita.

b) Community Support Incentive: Community Cultural Councils which generated one third or more of their total revenue in the immediate past fiscal year from non-government sources are eligible to apply for the Community Support Incentive, which will match eligible revenue on a 50/50 basis, to a maximum of $2,500.00.

c) The total of the Operating Grant and the Community Support Incentive in any fiscal year shall not exceed $20,000.

**CONTACT:** Regional Offices for application/information page 33.

**PROGRAM:** **PUBLIC EVENTS SPONSORSHIP**

a) Performing Arts
b) Public Culture/Heritage Exhibitions
c) Public Readings/Lectures

**PURPOSE:**

- To assist rural, northern and remote community based organizations to host a broad range of public cultural and heritage events and activities.

- To stimulate interest in and develop audiences for artists, performing companies, exhibitions, lectures and readings across the province.

**WHO MAY APPLY:** Rural and northern Manitoba non-profit community based organizations sponsoring public arts, cultural and heritage events.

- Organizations resident in the City of Winnipeg are not eligible for assistance under the Public Events Sponsorship Program.

**CRITERIA:**

- Applications must be submitted or sponsored by non-profit community-based organizations. (Wherever possible applicants are encouraged to consult with other community organizations)

- Applications will not be considered for events which occurred prior to the submission of the application.

**LEVEL OF ASSISTANCE:**

1) Performing Arts:

a) <u>Sponsors south of the 53° parallel</u>:

- Manitoba artists/companies - 50% of fees to a maximum of $750.00
- Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $400.00
- Maximum annual assistance per sponsoring organization for series - $2,000.00;
- Maximum annual assistance per sponsoring organization for single events - $1,500.00

b) Sponsors north of the 53° parallel:

- Manitoba artists/companies - 50% of fees to a maximum of $850.00
- Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $500.00
- Maximum annual assistance per sponsoring organization for series - $2,800.00
- Maximum annual assistance per sponsoring organization for single events - $2,400.00

c) Remote Communities:

- Manitoba artists/companies - 75% of fees to a maximum of $1,000.00
- Others (with priority to Canadian artists/companies) - 50% of fees to a maximum of $750.00

2. Public Culture/Heritage Exhibitions

Assistance to sponsors of public art, cultural or heritage exhibitions under this program will not exceed 70% of local exhibition costs and shipping costs to and from rural, northern and remote communities to a maximum of:

$750 for communities south of the 53° parallel;
$850 for communities north of the 53° parallel;
$1,000 for remote communities.

3. Public Readings/Lectures

Assistance to sponsors of public readings and lectures relating to culture and heritage, under this program, will not exceed the cost of fees and travel, at provincial government rates where otherwise not supported, to a maximum of:

$750 for communities south of the 53° parallel;
$850 for communities north of the 53° parallel;
$1,000 for remote communities.

**APPLICATION DEADLINE:** Applications must be submitted a minimum of 60 days prior to the project date.

**REMARKS:**

- Under normal circumstances applicants will be notified of their grant decision 30 days after receipt of the application.
- Generally, grants will be paid after the activity takes place.

**CONTACT:** Regional Office for application/information. See listing at page 33.

**PROGRAM:** **SKILLS TRANSFER**

**PURPOSE:** To assist rural, northern, and remote community-based organizations for costs related to workshops, internships, residencies for instructor training. Funding will be considered for exceptional training projects within the province. Normally, ongoing classes should be funded through community effort.

- To promote the exchange of skills and expertise between individuals.
- To encourage the development of instructor and leadership skills at the local level.
- To encourage communities to identify and plan for their training needs.

**WHO MAY APPLY:** Rural and Northern Manitoba non-profit community-based organizations

**CRITERIA:**

- Applications must be submitted or sponsored by non-profit community-based organizations.
- Applications will not be considered for events which occurred prior to the submission of the application.

**LEVEL OF ASSISTANCE:** The level of assistance will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

a) Local Resource Person: The level of assistance for events where a local resource person is available in the community will not exceed 50% of fees/honoraria to a maximum of $500.00.

b) Outside Resource Person: The level of assistance for events where a resource person is not available in the community will not exceed 50% of fees/honoraria to a maximum of $500 plus transportation costs based on provincial government rates.

c) Residencies/Intership: In the case of residencies and intership the candidates will be eligible to receive a per diem of $25.00 to a maximum of $500.00, plus transportation costs based on provincial government rates.

Applications which entail an internship component at a heritage, cultural or other institution should include a brief description of the expertise being sought, where, and the duration of the course of study. This information should also be submitted to the institution where the skill transfer is to take place. An appropriate official of the institution or organization should indicate in writing that the internship can be undertaken as outlined by the applicant, and this letter should accompany the Skills Transfer application form to the appropriate regional office.

**APPLICATION DEADLINE:** Applications must be submitted a minimum of 60 days prior to the project date.

**REMARKS:**

- Under normal circumstances applicants will be notified of their grant decision 30 days after receipt of the application.
- Generally, grants will be paid after the activity takes place.

**CONTACT:** Regional Office for application/information. See listing at page 33.

**PROGRAM:** **COORDINATION ASSISTANCE**

**PURPOSE:**

- To provide development assistance to Manitoba non-profit community-based organizations for cooperative planning activities which will encourage groups and communities to program on a coordinated basis.

- To encourage community groups to coordinate their planning and programming activities.

- To foster the development of regional perspectives and identities.

- To promote the formation of organizations which will serve a broad base of the population in areas presently without such service.

**WHO MAY APPLY:** Rural and Northern Manitoba non-profit community-based organizations.

**CRITERIA:**

- Three or more non-profit community-based arts, cultural or heritage organizations from different communities are eligible to apply jointly for assistance towards the cost of:

  regional and inter-regional meetings;
  regional and inter-regional conferences;
  assistance for the coordination of special projects.

- Applications will not be considered for events which occurred prior to the submission of the application.

**LEVEL OF ASSISTANCE:**

- The level of assistance provided will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

- The maximum assistance provided cannot exceed 50% of the total eligible costs of a project or activity.

**APPLICATION DEADLINE:** Applications must be submitted a minimum of 60 days prior to the project date.

**REMARKS:**

- Under normal circumstances applicants will be notified of their grant decision 30 days after receipt of the application.

- Generally, grants will be paid after the activity takes place.

**CONTACT:** Regional Office for application/information. See listing at page 33.

**PROGRAM:** **ETHNOCULTURAL HERITAGE SUPPORT PROGRAM**

There are three components:

a) Operating Grants
b) Project Grants
c) Capital Grants

These programs provide support to Manitoba's non-profit community-based organizations whose prime objective is the preservation, promotion, development and sharing of the ethnocultural heritage of all Manitobans.

OPERATING GRANTS

**PURPOSE:** To assist non-profit Manitoba ethocultural groups and organizations in the operation of cultural and heritage activities for the purpose of preserving, promoting, developing and sharing of the ethnocultural heritage of all Manitobans.

**WHO MAY APPLY:** Organizations must be non-profit Manitoba ethnocultural organizations or non-profit organizations composed of two or more ethnocultural groups.

**CRITERIA:**

- Organizations must have provided programming for a minimum of one year.

- Organizations must have a constitution and by-laws and operate with a duly-elected Board of Directors.

- Organizations must be incorporated as a non-profit ethnocultural or service organization serving the ethnocultural community.

- Organizations must submit with the application:

  1. A report of the organization's previous year's activities.
  2. An audited financial statement or a certified true statement signed by at least two executive members.
  3. A program outline for the current year.
  4. A copy of the constitution and by-laws of the organization.

**LEVEL OF ASSISTANCE:**

- Grants will be provided on the basis of eligible costs related to heritage retention, promotion, and sharing programs only.
- Grants will be based on 25% of these eligible costs to a maximum of $15,000 per organization.
- Grants will not increase by more than 10% of the previous year's grant. Increases will be determined on the basis of the availability of funds in this program.

**APPLICATION DEADLINE:** April 30/annually

**REMARKS:**

- Ineligible costs are prize monies, trophies, out-of-province travel, purchase of artifacts and costumes, and publishing, for operating and project grants, and capital expenses.
- Organizations may apply in one fiscal year for:

  a) one operating grant
  or
  b) up to two project grants.

- Exceptions may be made in very special circumstances and depending on the availability of funds.
- Applications will not be considered for events which occurred prior to the submission of the application.

**CONTACTS:** Application forms/information can be obtained from your Regional Office. See listing on page 33.

## PROJECT GRANTS

**PURPOSE:** To assist non-profit Manitoba ethnocultural groups and organizations in the development of special projects for the purpose of preserving, promoting or sharing of the ethnocultural heritage of all Manitobans.

**WHO MAY APPLY:** Organizations must be non-profit Manitoba ethnocultural groups or non-profit organizations composed of two or more ethnocultural groups.

**CRITERIA:** Groups must provide evidence of ability to complete the project.

**LEVEL OF ASSISTANCE:**

- Grants will be provided on the basis of eligible costs related to heritage retention, preservation, promotion, and sharing programs only.

- Grants will be based on:

  1. Project involving only your organization: 25% of eligible costs to a maximum of $2,500.
  2. Projects involving more than one organization within your ethnocultural community or more than one ethnocultural community: 50% of eligible costs to a maximum of $5,000.

- Total grants awarded will be determined on the basis of the availability of funds in this program.

- In the event requests for this program exceed available funds, priority will be given to projects involving more than one ethnocultural group.

**APPLICATION DEADLINE:**

Applications for projects should be received at least 60 days prior to the event taking place. Projects will be reviewed monthly.

**REMARKS:**

- Ineligible costs are prize monies, trophies, out-of-province travel, purchase of artifacts and costumes, and publishing, for operating and project grants.

- Organizations may apply in one fiscal year for:

  a) one operating grant
  or
  b) up to two project grants.

- Applications will not be considered for events which occurred prior to the submission of the aplication.

- If more than one organization is involved in the project, the application must include letters of endorsement from the organizations participating.

**CONTACT:**

Regional Office. See listing at page 33.

CAPITAL GRANTS

**PURPOSE:**

To assist non-profit Manitoba ethnocultural organizations with the construction, purchase or renovation of facilities to be used as cultural centres where activities can be conducted for the purpose of the preservation, promotion, development and sharing of the ethnocultural heritage of all Manitobans.

**WHO MAY APPLY:** Organizations that have been incorporated as a non-profit ethnocultural organization whose prime objective is the preservation, promotion, development and sharing of their culture.

**CRITERIA:**

- In addition to the application, organizations must provide at least two estimates from contractors for the construction or renovation of the project.
- Must provide copies of all titles and mortgage agreements.
- Must provide an audited financial statement of the organization.
- Must provide evidence of the ability to raise the 2/3 of the cost of the project.
- In the event of the purchase of facilities, a copy of the signed agreement to purchase and the legal description of property must be submitted.
- Renovation projects must include a copy of documentation that the facility is owned by the applicant.
- Must include copy of constitution and by-laws.
- Must include copy of incorporation papers.
- Must include description of programs and activities to take place in facility.

**LEVEL OF ASSISTANCE:**

- Grants will be provided on the basis of 1/3 of the costs to a maximum of $50,000.
- In the event requests received exceed available funds, priority will be given to projects where more than one ethnocultural group is developing a cultural centre.
- Once all criteria are met, funds will be released following the signing of an agreement that:
  1. funds will be used for the purpose intended;
  2. funds will be immediately disbursed upon receipt.

**APPLICATION DEADLINE:** This is an on-going program.

**REMARKS:**

- Applications will not be considered for events which occurred prior to the submission of the application.

**N.B. This is a ONE-TIME-ONLY Grant**

**CONTACT:** Regional office. See listing at page 33.

**PROGRAM:** **GRANTS TO PROVINCIAL RECREATION ORGANIZATIONS**

**PURPOSE:** To assist Provincial Recreation Organizations in the development of recreation programs throughout the Province.

**CRITERIA:** The Provincial Recreation Organizations must fulfill the following requirements:

- The organization must be provincial in nature. That is, that the organization must have "active" membership in at least four of the seven regions of the province.
- The primary goal of the organization must be the development of recreation opportunities in the province.
- The organization must not receive double funding from Provincial Government Branches or Departments for the same program.
- The organization must be non-profit and incorporated.

**PROGRAMS:** There are four programs included in this grant package:

1. Administrative Credit

   Base grant - $1,000.00
   Maximum - $2,000.00
   Items charged under administrative credit would include: printing of newsletters, postage, office supplies, etc.

2. a) In-Province Workshops - Funding will be 50% of the total cost of the event(s) as approved by the Grant Manager. Maximum funding of $3,000.00.

   b) Workshops/Conference Outside of Manitoba - Funding will be 50% of costs incurred by the delegate for the event as initially approved by the Grant Manager. Maximum funding of $3,000.00.

   c) In-Province Conference - Funding will be 50% of the total cost of the event as approved by the Grant Manager. Maximum funding of $3,000.00.

3. Special Projects

On a one-time basis, funding will be 50% government - 50% association, to a maximum government funding of $6,000.00. Acceptable projects include: research projects, audio-visual materials production, resource development materials.

4. Administrative Support

Funding will be on a cost shared basis (50/50) between the Government and the association. For Executive or Technical Director assistance the maximum funding from the government is $9,000.000. For secretarial support the maximum funding from the government is $6,000.00.

**CONTACT:**

**Manitoba Culture, Heritage and Recreation**
Recreation Consultant
Recreation Services Branch
8th Floor, 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-4716

**PROGRAM:** **RURAL LIBRARY CAPITAL GRANTS**

**PURPOSE:**

- In order to increase the number of Manitobans with access to library service , and to improve the library services available to rural Manitobans, library boards appointed under The Public Libraries Act may apply for capital grants for the construction and/or renovation of library facilities, and for the purchase of bookmobiles. Grants are based on 50% of eligible project costs with a maximum grant of $50,000.00 for each library facility or bookmobile. To increase the number of municipalities with established library service by funding capital projects wherein a municipality or municipalities join an established library;

- To improve library service by funding capital projects in existing library systems seeking to expand a facility's gross space, to enhance a facility or to purchase a bookmobile;

- To increase the number of municipalities with established library service by funding capital projects in newly established library systems.

**WHO MAY APPLY:** Public library boards established under Part II or Part III of the Public Libraries Act may apply for a capital grant under this program. Renovation and/or construction of a school-housed public library are not eligible for a grant under the program.

**CRITERIA:**

- For purposes of this program, capital projects are those related to the acquisition, construction, and/or installation of physical assets related to the structure of a library facility and include the purchase of a bookmobile. Renovation includes projects appropriate to energy conservation, as well as those relating to heating, ventilation, air-conditioning, plumbing and electrical systems in a library facility. Shelving, computers, equipment, furniture, staff time and vehicles other than bookmobiles are not included, nor are items normally funded from the operating budget.

Applications will be received for projects not previously funded under the program, which have been undertaken since November, 1981, the final deadline for Series II. Application for a capital grant must be made on the attached form and be accompanied by:

i. a description of the way in which the board expects the completed project to contribute to improved library service in the long term, including an indication of other capital projects the board is planning in the next 5 years;

ii. a resolution from the library's member municipality or municipalities guaranteeing that funds will be available to complete and operate the project;

iii. an estimated time frame for initiation and completion of the project;

iv. a copy of a validated building permit, or written waiver of same, obtained through the Manitoba Department of Labour;

v. any other information that may be helpful in assessing the application, for example, building and/or floor plans;

vi. indication of completion date of the project so that the department is represented at the opening ceremonies to present a plaque acknowledging provincial and municipal involvement.

**LEVEL OF ASSISTANCE:**

The total amount available to a rural library is limited to 50% of eligible capital project costs to a maximum of $50,000.00 for each headquarters, branch or bookmobile, said maximum to include capital grants awarded since 1979.

Volunteer labour calculated at minimum wage and donated materials may be included as an eligible capital cost.

In the event that eligible applications exceed the funding available, approvals will be based on the priorities established in "Objectives" above.

**APPLICATION DEADLINE:**

Grants will be reviewed after December 31, March 31, June 30, and September 31, annually.

**REMARKS:**

Approved capital grants will be paid to the library in two installments. An initial payment of 75% of the approved grant will normally be paid upon notification of project approval, although exceptions may occur when a project is not scheduled to begin within two months of the approval. The final payment will be made upon receipt of a letter from the board chair indicating that the project is completed, accompanied by an audit of the capital project.

**CONTACT:**

Capital Grants Program
Manitoba Culture, Heritage and Recreation
Public Library Services
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

**PROGRAM:** **RURAL LIBRARY ESTABLISHMENT GRANTS**

**PURPOSE:**

- In order to increase the number of Manitobans with access to local library services, the Province pays an establishment grant in respect of any municipality establishing library service for the first time under Part III or Part III of The Public Libraries Act. $5,000.00 is awarded in respect of each new participating municipality. $4,000.00 of that sum must be spent on books.

- To ensure that a basic book collection is available for the use of the residents of a municipality establishing library service for the first time.

- To encourage the formation of a larger and more efficient library systems.

**WHO MAY APPLY:** Public library boards established under Part II or Part III of the Public Libraries Act may apply for an establishment grant.

**CRITERIA:** Public library boards established under Part II or Part III of The Public l'braries Act may apply for an establishment grant.

The library board is eligible for an establishment grant on the next April 1 following the passing of the libary by-law. As provided in Manitoba Regulation 153/83, application for an establishment grant is made by letter of the library board chairperson, accompanied by:

i. a certified copy of the library by-law following its third reading by the municipality;

ii. a list of the board members and their addresses; and

iii. in the case of a regional library, a certified copy of the agreement.

The by-law and draft agreement must be submitted for the approval of the Minister of Culture, Heritage and Recreation and the authorization of the Municipal Board before passing the by-law and signing the agreement.

**LEVEL OF ASSISTANCE:**

- An establishment grant of $5,000.00 will be paid in respect of any municipality establishing library service for the first time.

- At least $4,000.00 of each $5,000.00 grant must be spent on the purchase of books, during the first two years of library operation by the new municipality or municipalities.

**APPLICATION DEADLINE:**

The establishment grant to a library will normally be paid at the same time as the operating grant is paid, following April 1 or each year.

**REMARKS:**

Municipalities seeking to establish library service will be encouraged to join an existing library system rather than creating an independent system.

- Assistance with establishment procedures is available from Public Library Services branch, telephone 1-945-6460.

**CONTACT:**

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

**PROGRAM:** **RURAL LIBRARY OPERATING GRANTS**

**PURPOSE:** The purpose of this program is to provide financial assistance for the annual costs of the operation of libraries established under The Public Libraries Act. Assistance is based on population, equalized assessment and municipal funding for the library, with calculations done separately for each participating municipality.

The objectives of the formula delineated in Manitoba Regulation 153/83 are threefold:

1. To provide for equitable sharing by the province and municipalities of the costs of library service;

2. To mitigate the effects on library service of economic disparities between municipalities; and

3. To encourage and reward municipal commitment to library service.

The intent of the program is to support improvements to the quality and the scope of library service in rural Manitoba.

**WHO MAY APPLY:** Public library boards established under Part II or Part III of the Public Libraries Act may apply for an annual operating grant under this program.

**CRITERIA:**

a) Applications for operating grants are mailed annually in January to the Chairperson of each library board established under Part II or Part III of The Public Libraries Act.

b) Applications for operating grants are processed after April 1 of each year and after the following documents have been received:

   i. a proposed budget for the current year;

   ii. the annual report for the preceding year; under The Public Libraries Act, this is required by January 31 annually; and

   iii. an audited financial statement for the preceding year.

**LEVEL OF ASSISTANCE:**

a) A basic grant to match municipal funding for the library to a maximum of :$3.50 per capita, based on the population of the municipality as set out annually at May 31 of the preceding year by the Minister of Municipal Affairs pursuant to section 4 of The Unconditional Grants Act; plus

b) An equalization grant to match the shortfall in those municipalities where a levy oif 1.35 mills against the equalized assessment generates less than $3.50 per capita; plus

c) an incentive grant to match the amount by which a municipality exceeds 1.35 mills against the qualized assessment in its funding for the library, to a maximum of $1.00 per capita.

d) Payments are based on the proposed municipal funding for the current year, and are adjusted, if need be, in the subsequent year when the actual municipal funding can be verified in the audited statement.

**REMARKS:**

- For puspoes of this program, annual operating costs include those related to staff, library material, utilities, maintenance, stationery, postage and programs. Shelving, computers, equipment and furniture are also eligible operating costs. The acquisition, construction and/or installation of physical assets related to the structure of a library facility, and the purchase of vehicles and bookmobiles are not included.

- Grants will be processed for payment upon completion of criteria and after April 1 each year.

- Provincial operating grants and the municipal funding used to generate annual provincial operating grants cannot be used to accumulate a surplus, and cannot be used as the local share towards a matching capital grant.

**CONTACT:**

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

**PROGRAM:** **COMMUNITY COMMEMORATIVE PLAQUE GRANTS**

**PURPOSE:** The purpose of this program is to assist community councils and organizations in the commemoration of sites, individuals and events of local significance by providing financial assistance towards the establishment of permanent commemorative markers.

**WHO MAY APPLY:** Application for funding under the program is open to any on-going, non-profit community organizations, association or group.

**CRITERIA:** Topics eligible for commemoration are to be Manitoban in scope and must be deemed historically significant at the local level by local municipal authorities. Projects involving the commemoration of such popular topics as early pioneer groups, community churches and rural schools will therefore be eligible for assistance under the program, with encouragement being given to the commemoration of such topics in an interpretive and thematic manner.

- Applicants will be required to ensure public accessibility to and long-term maintenance of the plaque or marker site.

**LEVEL OF SUPPORT:** Grants will be available for one-half of the cost of the manufacture and installation of a new plaque or marker up to a maximum of $500.00.

**APPLICATION DEADLINE:** On-going.

**REMARKS:**

- Applicants will be required to submit a completed general application accompanied by an endorsement from the governing body of the organization and a resolution from municipal council stating that the subject for commemoration is significant to the local area.

- Applicants will be limited to the funding of one commemorative project per year.

**CONTACT:** Regional Offices for applications/information see listing page 33.

**PROGRAM:** **COMMUNITY MUSEUMS**

**PURPOSE:**

- The intent of the program is to encourage the establishment of and to provide support for facilities that serve to protect and interpret Manitoba's heritage resources.

- To improve the quality of museum collections and programs throughout Manitoba.

- To facilitate the effective use of available resources through co-operation between Manitoba's museum and related institutions and organizations.

**WHO MAY APPLY:** Eligible, non-profit, public community museums may apply for operating funds in one of two levels.

**CRITERIA:** An eligible institution must:

- have a clearly defined statement of purpose which includes the primary reason for creating the museum, functions of the museum, geographical area to be served, subjects and time period to be covered.

- have been in operation for at least one year.

- be open to the public a minimum number of days per year totalling no less than a specified number of hours. (depending on level)

- have a governing authority solely responsible for its management and with clear reporting lines to the public.

- be a non-profit corporation or be a public institution operated by a municipality, historical society, library, university or Indian Band.

- hold clear ownership of a majority of items in its collection.

- have a definable site with space designated for museum purposes.

- maintain separate financial records related to the operation of the museum.

**CRITERIA:**

- not receive operating grants directly or indirectly under other grant programs of the Manitoba Government.
- show a reasonable level of attendance for the area and size of museum.
- agree with the Minister of Manitoba Culture, Heritage and Recreation to permit and cooperate in an annual evaluation of the museum if required by the Minister.

**LEVEL OF SUPPORT:**

Level 1
Up to $2,000.00 on a matching dollar for dollar basis on locally-raised funds.

Level 2
$2,001.00 up to $3,500.00 maximum, according to the formula "one dollar for every dollar raised locally up to a maximum of 50% of normal operating expenditures, or the maximum of $3,500.00, whichever is lesser.

The formula would be applied against figures drawn from the prior year's financial statement. The formula would be applied only after certain eligibility criteria have been met for each level.

**APPLICATION DEADLINE:**

Application forms will be mailed to all community museums. The applications must be submitted, completed, to your Regional Office (see listing on page 31) on or before the final day of March of the year for which the grant is requested.

**CONTACT:**

Regional Offices for applications/information. See listing page 33.

**PROGRAM:** **MUNICIPALLY-DESIGNATED HERITAGE BUILDING GRANT**

**PURPOSE:** To assit owners of municipally-designated heritage buildings in the restoration/stabilization/preservation/rehabilitation of these buildings.

**WHO MAY APPLY:** Owner of a municipally-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permission from the building owner is obtained.

**CRITERIA:** This grant program applies only to buildings of particular architectural/engineering merit and historical significance that have been designated as such by the appropriate municipality under the Heritage Resources Act, Province of Manitoba (to be proclaimed) or by the City of Winnipeg under By-law No. 1474/77 (Grades I, II, or III). Although municipal heritage sites may be so designated primarily for their archaeological or historical significance, such sites are not applicable to this grant program.

Eligible project costs include:

1. obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the designated building;

2. work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

**LEVEL OF ASSISTANCE:** The province may grant an amount up to 50% of eligible project costs to a maximum of $35,000. Applicants may claim donations of material and volunteer labour. Contribution from other federal, provincial and/or municipal financial assistance programs to be a maximum of 30%.

**APPLICATION DEADLINE:** Grants can be applied for at any time but program funding will be limited to the amount of monies appropriated by Legislature in any one fiscal year (April 1 to March 31).

**CONTACT:** Regional Offices for applications/information. See listing page 33.

**PROGRAM:** **PROVINCIALLY-DESIGNATED HERITAGE BUILDING GRANT**

**PURPOSE:** To assit owners of provincially-designated heritage buildings in the restoration/stabilization/preservation/rehabilitation of these buildings.

**WHO MAY APPLY:** Owner of a provincially-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permission from the building owner is obtained.

**CRITERIA:** Only work to buildings designated by the province under the Historic Sites and Objects Act or the Heritage Resources Act (after proclaimation) are applicable to this grant program. Applicants must provide a copy of a validated heritage permit from the Historical Resources Branch, and copies of any other validated licenses or permits (such as a municipal building permit) that may be required.

Eligible project costs include:

1. obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the designated building;

2. work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

**LEVEL OF ASSISTANCE:** The province may grant an amount up to 50% of eligible project costs to a maximum of $75,000. Applicants may claim donations of material and volunteer labour. Contribution from other federal, provincial and/or municipal financial assistance programs to be a maximum of 30%.

**APPLICATION DEADLINE:** Grants can be applied for at any time but program funding will be limited to the amount of monies appropriated by Legislature in any one fiscal year (April 1 to March 31).

**CONTACT:** Regional Offices for applications/information. See listing page 33.

## MANITOBA CULTURE, HERITAGE AND RECREATION

### REGIONAL SERVICES DIVISION

The Regional Services Division provides community-level access to all of the programs, grants and services of the Department, and is responsible for delivery of sport and fitness programs on behalf of Manitoba Health. The following services are available through nine regional offices:

**CONSULTATIVE SERVICES:** to provide a community development, consultative service and delivery system for all programs of Manitoba Culture, Heritage and Recreation, and for sport and fitness programs of Manitoba Health.

**COMMUNITY DEVELOPMENT**

**Leadership Training:** to support training events which develop leadership skills in culture, heritage, recreation, sport and fitness.

**Activities Assistance:** to assist community, district and regional organizations to initiate new and/or expanded activities.

**Exposure:** to facilitate public education and information exchange through conferences, demonstrations or available medium at the local level, including community cable television, newspapers and radio, and regional newsletters.

## MANITOBA CULTURE, HERITAGE AND RECREATION

### REGIONAL SERVICES DIVISION

| | | |
|---|---|---|
| **WESTMAN REGION** | Chris Moore, Regional Manager<br>Bob Ash, Regional Consultant<br>Room 116, 340 - 9th Street,<br>Brandon, Manitoba<br>R7A 6C2 | 728-7000 |
| **EASTMAN REGION** | Terry Hoover, Regional Manager<br>Dick Weibel, Regional Consultant<br>Box 50, 31 - 1st Street<br>Beausejour, Manitoba<br>R0E 0C0 | 268-1411 |
| **CENTRAL REGION** | Dave Parks, Regional Manager<br>Bob Genoway, Regional Consultant<br>Box 1750<br>Morden, Manitoba<br>R0G 1J0 | 822-5418 |
| **INTERLAKE REGION** | Dave Cain, Regional Manager<br>Jocelyn Renooy, Regional Consultant<br>Box 1519<br>Gimli, Manitoba<br>R0C 1B0 | 642-5155 |
| **PARKLAND REGION** | Elmer Billows, Regional Manager<br>Garry Dixon, Regional Consultant<br>27 - 2nd Avenue S.W.<br>Dauphin, Manitoba<br>R7N 3E5 | 638-9111 |
| **NORMAN REGION** | Dorothy Davidson, Regional Manager<br>Sam Antila, Regional Consultant<br>59 Elizabeth Drive<br>Thompson, Manitoba<br>R9A 1M4 | 778-4411 |
| | Joyce Evans, Senior Consultant<br>Richard Hart, Regional Consultant<br>Box 2550<br>The Pas, Manitoba<br>R9A 1M4 | 623-6411 |
| | Wanda Overby, Regional Consultant<br>Provincial Bldg. (As of Jan. /86)<br>Flin Flon, Manitoba<br>R8A 1J7 | 623-6411 |
| **WINNIPEG REGION** | Jim Hamilton, Regional Manager<br>4th Flr., 177 Lombard Avenue<br>Winnipeg, Manitoba<br>R3B 0W5 | 945-4473 |

# MANITOBA BUSINESS DEVELOPMENT AND TOURISM

## INTRODUCTION

The federal and provincial governments recognize the tremendous potential for growth in the tourism industry in Manitoba. They're committed to helping Manitoba's tourism industry move into the world market confidently, with first-class products and services.

The new Canada-Manitoba Subsidiary Agreement for Tourism Development has been designed in consultation with the tourism industry, to stimulate major tourism development over the next five years, to March 31, 1990. Under this Agreement, four DESTINATION AREAS have been designed as a focus for clustered development:

Eastern Precambrian region

Lake Winnipeg Beaches/Hecla region

Winnipeg,. and

Riding Mountain/Duck Mountain region

This agreement is also designed to encourage the development of four SPECIALTY AREAS.

Sports angling

Wilderness adventures

Naturalist self-education, and

Convention, meeting and incentive travel markets.

Under the new agreement on tourism development, seven programs have been designed to stimulate the tourism industry to launch bold new initiatives for Manitoba. The following CRITERIA will be used to evaluate proposals for assistance under the seven programs of the Tourism Development Agreement.

### CRITERIA FOR PROJECT ELIGIBILITY

- Proposed projects must facilitate the development or marketing of one or more of the 4 tourism DESTINATION AREAS.

- Alternatively, a project may be eligible for assistance if it is designed to develop or market products that fall within one of the 4 SPECIALTY AREAS.

- To be eligible for assistance, a development or marketing project must focus on products that demonstrate the potential to attract visitors from interprovincial and/or international markets.

- Projects must focus on quality products, that will be competitive on the international/inter-provincial markets in order to be eligible.

- Product differentiation is a key principle of the Agreement. Projects should express themes that complement Manitoba's historical, cultural, and/or natural resource strengths.

**PROGRAM:** **MARKETING EXPANSION**

**PURPOSE:** The objective of this program is to expand the interprovincial and international markets for travel to Manitoba. Projects will focus on one or more of the four desintation areas, or on one of the four specialty markets; and marketing must be directed towards interprovincial and/or international markets.

**WHO MAY APPLY:** Proposals will be received from the private sector, public sector, and non-profit tourism organizations.

**CRITERIA:** Please see introduction.

**LEVEL OF ASSISTANCE:** A non-repayable grant of up to 50% of first-year incremental costs is available for approved projects undertaken by the private sector. Where the project is undertaken by a consortia or group of businesses and organizations, then up to 100% of the eligible "common benefit" costs of an approved project is available.

**REMARKS:** Activities eligible for assistance under this program will include:

- the development and marketing of new package tours to Manitoba
- participation in travel trade or consumer marketplaces
- co-operative advertising
- travel trade familiarization
- the marketing of meetings and conventions, and major special events
- activities that will improve the marketing skills of Manitoba tourist operators
- improvements to Manitoba's tourist information system.

**CONTACT:** Canada-Manitoba Tourist Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: (204) 945-5890

**PROGRAM:** **TOURISM RESORTS, ATTRACTIONS AND FACILITIES**

**PURPOSE:** This program emphasizes the development or expansion of major private sector resorts, attractions and related facilities in the four DESTINATION AREAS, (see introduction) as well as the four SPECIALTY AREAS. In addition, the public sector and municipalities may apply for infrastructure support of specific private sector developments.

**WHO MAY APPLY:** Private sector, municipalities, non-profit tourism organizations.

**CRITERIA:** Please see introduction.

**LEVEL OF ASSISTANCE:** The minimum project size for new development is $500,000. in capital costs; and the minimum project size for expansion of existing facilities is $150,000. Private sector incentive assistance for approved projects is available for up to 50% of eligible costs. Of this up to 25% of eligible costs may be in the form of a forgivable loan. For approved public sector or municipal infrastructure projects, assistance will vary depending upon the funding capabilities of the municipality and will be available only where the infrastructure is in support of a private sector project with total capital costs in excess of $500,000.

**CONTACT:** Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

**PROGRAM:** **WINNIPEG ATTRACTIONS**

**PURPOSE:** The purpose of this program is to provide incentive for the development of new major attractions in Winnipeg, and for the expansion of existing major attractions.

**WHO MAY APPLY:** Proposals will be received from the private sector, the public sector, and non-profit tourism organizations.

**CRITERIA:**

- The minimum project size will be $1,000,000 in total capital costs for new development, and $500,000 for expansion of an existing attraction.

- Please see introduction for further criteria.

**LEVEL OF ASSISTANCE:** Approved projects undertaken by the federal or provincial governments may receive assistance of up to 100% of eligible costs in the form of a non-repayable contribution. Approved projects undertaken by the City of Winnipeg, or by not-for-profit tourism organizations, may receive a non-repayable contribution of up to 80% of eligible costs. Approved projects undertaken by the private sector may receive loan assistance for up to 50% of eligible costs (up to 25% of eligible costs may be in the form of a forgivable loan, to a maximum of $500,000).

**CONTACT:** Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

**PROGRAM:** **RURAL ATTRACTIONS**

**PURPOSE:** This program is designed to stimulate the development of major new attractions, or expansion of existing attractions in the four DESTINATION AREAS. Proposals will also be received for development or expansion of attractions serving the SPECIALTY MARKETS in any rural area.

**WHO MAY APPLY:** Proposals will be received from the private sector, municipal authorities, and non-profit tourism organizations.

**CRITERIA:**

- The minimum project size will be $500,000. in capital costs for new development, and $250,000. in capital costs for expansion of an existing attraction.
- For further criteria, please see introduction.

**LEVEL OF ASSISTANCE:** In the case of approved projects undertaken by the provincial or federal governments, a non-repayable contribution of up to 100% of eligible costs may be available. For approved projects undertaken by municipal governments or non-profit tourism organizations, a non-repayable contribution may be available for up to 80% of eligible costs.

**CONTACT:**

Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

**PROGRAM:** TOURISM EVENTS

**PURPOSE:** This program is designed to support the organization, development, and marketing of major new recurring tourism events in Manitoba, as well as supporting expansion of existing major recurring events.

**WHO MAY APPLY:** Proposals will be received from the public sector, non-profit tourism organizations, and from the private sector.

**CRITERIA:** Please see introduction.

**LEVEL OF ASSISTANCE:** For the development of major new recurring events initiated by the public sector, approved projects may receive up to 100% of eligible costs, as a non-repayable contribution. After start-up, continuing support will decline, towards the goal that the event will become self-sufficient.

For expansion of existing major events, or for new not-for-profit events, assistance of approved projects is normally for one time only, and may be up to 80% of eligible costs, in the form of a non-repayable contribution.

For projects proposed by the private sector, assistance will be for a one-time start-up period and may be up to 50% of eligible costs, in the form of a non-repayable contribution.

**CONTACT:** Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

**PROGRAM:** **INDUSTRY PRODUCTIVITY ENHANCEMENT**

**PURPOSE:** The purpose of this program is generally to improve the productivity of Manitoba's tourism industry. Activities eligible to receive support under this program will be aimed at the development of human resources; improvement of operating standards and systems; and adoption of new products and technology.

**WHO MAY APPLY:** Proposals will be received from the private sector, the public sector, or from the tourism industry association.

**CRITERIA:** Please see introduction.

**LEVEL OF ASSISTANCE:** Assistance for approved projects of the federal and provincial governments will be up to 100% of eligible costs, in the form of a non-repayable contribution. For approved projects of an industry association, up to 80% of eligible costs will also be in the form of a non-repayable contribution. This will normally be start-up assistance only. If assistance is required beyond the start-up year, it will be on a declining basis, with the aim of self-sufficiency. Approved projects of the private sector may receive assistance of up to 50% of eligible costs in the form of a non-repayable contribution. This will normally be start-up assistance only.

**CONTACT:** Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

**PROGRAM:** **ADMINISTRATION, STRATEGIC RESEARCH, PLANNING, EVALUATION AND PUBLIC INFORMATION**

**PURPOSE:** This program covers the general administration costs and public information costs of the Agreement, as well as program evaluation activities. Proposals will also be received under this program for strategic research or planning activities, market assessments, or preparation of financial prospect and investment sourcing.

**WHO MAY APPLY:** Proposals will be received from the public sector, non-profit tourism organizations, and from the private sector.

**CRITERIA:** Please see introduction.

**LEVEL OF ASSISTANCE:** Assistance will be provided in the form of a non-repayable contribution. In the case of approved projects undertaken by the provincial and federal governments, assistance may be provided for up to 100% of non-profit organizations, assistance may be provided for up to 80% of eligible costs, and projects undertaken by the private sector may receive up to 50% of eligible costs.

**CONTACT:** Canada-Manitoba Tourism Agreement Office
P.O. Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

# MANITOBA EDUCATION

**PROGRAM:** **NEW INITIATIVES PROJECTS IN ADULT AND CONTINUING EDUCATION**

**PURPOSE:**

- To facilitate the development of community-based adult education programs, utilizing existing local resources and facilities, to meet the needs of individuals, groups, communities and regions not well served by existing programs.
- To facilitate the development of new strategies and innovative approaches to the delivery of adult education.

**WHO MAY APPLY:** The program is available to all school divisions/districts and non-profit, communty groups in Manitoba.

**CRITERIA:** Each application for funds under the program must:

- Demonstrate that the particular program will meet the educational needs of a specified adult population in the community who does not have access to an existing, adult education program.
- Provide programs that cannot be funded through existing government programs or allocations.
- Proposed submissions must be approved by the Division/ District Superintendent or designate, or equivalent chief executive officer of a community group or organization.

**LEVEL OF SUPPORT:** Funding normally will be limited to a maximum of $5,000. per project.

**APPLICATION DEADLINE:** Submission deadline is September 15, 1985. The major portion of the grant money wil be awarded following this date; a small reserve will allow response to proposals receive prior to January 1, 1986.

**REMARKS:**

- Projects will be funded for one year only. Funding beyond this time period will be based upon the results of the project evaluation and will reflect departmental priorities.

**CONTACT:**

Terry R. Lumb
Coordinator, Continuing Education
Adult and Continuing Education Branch
Room 313 - 1200 Portage Avenue
Winnipeg, Manitoba
R3G 0T5
Phone: 945-6193

**PROGRAM:** **GRANTS FOR EVENING SCHOOLS (Rural)**

**PURPOSE:** To provide wage assistance to school divisions to conduct evening school classes in the academic, vocational or practical arts areas.

**WHO MAY APPLY:** Community groups may apply to their school division for assistance.

**CRITERIA:**

- The session is held in a school which is not located in a city.
- The course being taught in the class has been approved in writing by the Minister or an official designated by the Minister.
- The average attendance of pupils over 14 years of age per session in the term is 8 or more.

**LEVEL OF SUPPORT:** The Minister of Finance, on the requisition of the Minister shall pay to each division conducting evening school classes, a grant of $7.70 per teacher for each full hour during which the teacher is in attendance at a session of an academic, vocational or practical arts evening school class.

**APPLICATION DEADLINE:** On-going

**CONTACT:** Your local school division.

**PROGRAM:** **GRANTS FOR EVENING SCHOOLS (Cities)**

**PURPOSE:** To provide wage assistance to school divisions to conduct evening school classes in the academic, vocational or practical arts areas.

**WHO MAY APPLY:** Community groups may apply to their school division for assistance.

**CRITERIA:**

- The session is held in a school located in a city.
- 10 or more pupils over 14 years of age are in attendance at the session in each class.
- The course being taught in the class has been approved in writing by the Minister or an official designated by the Minister.

**LEVEL OF SUPPORT:** The Minister of Finance, on the requisition of the Minister shall pay to each division conducting evening school classes, a grant of $7.70 per teacher for each full hour during which the teacher is in attendance at a session of an academic, vocational or practical arts evening school class.

**APPLICATION DEADLINE:** On-going

**CONTACT:** Your local school division.

# MANITOBA EMPLOYMENT SERVICES AND ECONOMIC SECURITY

**PROGRAM:** **MANITOBA JOBS AND TRAINING**

**PURPOSE:**

- The Manitoba Jobs and Training Program is a wage assistance program aimed at encouraging employers to create new, additional positions which contribute to the economic viability/growth of the business/organization and hence to the economic growth of Manitoba. The program consists of two components:

  1. Direct Employment Component
  2. Training and Employment Component

**WHO MAY APPLY:** There are two categories of applicants eligible for wage assistance under the Manitoba Jobs and Training Program:

1. Business/Institutional - includes all registered businesses and large institutional organizations, i.e., hospitals, nursing homes, schools, school divisions, universities, municipalities, local government districts, town councils, private membership and municipal clubs (golf courses, country clubs), religious organizations (except where they are proposing to create a new position which has a direct community or social service orientation), and large non-profit oriented businesses.

2. Community/Non-Profit - includes such organizations as day care centres, recreational committees, libraries, social service agencies and community organizations.

- Eligible employees include all persons 16 years of age and over who are unemployed or working on a part-time basis (15 hours per week or less) at the time of application. Preference will be given to people who have resided in Manitoba for a minimum of 12 consecutive months at the time of application.

**CRITERIA:**

- To be eligible for the program, employers must be a registered business, larger institutional organization or community/non-profit group operating in the province of Manitoba and in full operation prior to program application.

- Employers must create a new position with the intention of it becoming full-time and permanent upon termination of wage assistance provided.

- The proposed position(s) must provide a minimum of 30 hours per week with consecutive weeks of employment. Must provide a minimum of 300 hours of employment per position.

- The proposed position(s) must not result in the layoff, termination or dismissal of any current employee(s).

**LEVEL OF ASSISTANCE:**

Business/Institutional Category

- Businesses and larger institutional organizations that are approved for funding under either component of the program are eligible to receive 50% of the hourly wage paid up to a maximum wage assistance of $4.00/hr., plus an employee benefit allowance of up to 10% of the wage assistance.

- Employers in this category are eligible to apply for a maximum of three positions.

Community/Non-Profit Category

- Smaller community/non-profit groups which are approved for funding under the DIRECT EMPLOYMENT Components are eligible to receive wage assistance at a rate of up to 4.80 per hour plus an employee allowance of up to 10% of the wage assistance.

- Smaller community/non-profit groups who are approved for funding under the TRAINING and EMPLOYMENT Component are eligible to receive 50% of the hourly wage paid up to a maximum wage assistance of $4.00 per hour plus an employee benefit allowance of up to 10% of the wage assistance.

- Employers in this category are eligible to apply for a maximum of two positions.

**APPLICATION DEADLINE:**

Applications for the Manitoba Jobs and Training Program will be accepted until program funds are committed.

**NOTE:**

- 800 hours of wage assistance per employee within the DIRECT EMPLOYMENT Component.

- 1200 hours of wage assistance per employee with the TRAINING and EMPLOYMENT Component.

**CONTACT:**

Department of Employment Services and Economic Security
See page 52 for listing of offices.

**PROGRAM:** **NORTHERN YOUTH CORPS**

**PURPOSE:** To create employment opportunities for students/unemployed youth ages 15 to 24 throughout Northern Manitoba.

**GRANT CRITERIA:**

- Project proposals must clearly provide for community improvement and give students varied, meaningful and educational jobs.
- All projects must be to the benefit of a community as a whole and not to private individuals or businesses.
- The project should employ a minimum of two or a maximum of ten youth/students and one adult supervisor if needed.

**SUPPORT:** Students/youth are paid at the rate of $4.30/hour and the supervisor at $7.00/hour, 40 hours per week maximum.

**WHO MAY APPLY:** Chiefs and Councils of Indian Bands, Mayors and Councils of Northern communities, cities, towns or other non-profit organizations within the Northern Affairs boundary may apply.

**APPLICATION DEADLINE:** Applications must be submitted by April.

**CONTACT:**

Churchill Region
Box 178, Bayport Plaza
Churchill, Manitoba
ROB 0E0
Phone: 675-8841

Thompson Region
Box 17, Provincial Building
59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 778-4411 (ext. 295)

Leaf Rapids Region
Box 160, Town Centre
Leaf Rapids, Manitoba
ROB 1W0
Phone: 473-2425

The Pas Region
Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

Lake Winnipeg Region
802 - 401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4926

**PROGRAM:** **MANITOBA COMMUNITY ASSETS**

**PURPOSE:** The Manitoba Community Assets Program is designed to encourage community organizations and local governments to undertake capital projects which offer immediate employment opportunities and result in long-term benefits to communities in terms of improved services and facilities.

**WHO MAY APPLY:** Eligible project sponsors include non-profit community service organizations, recreation associations and Indian bands in southern Manitoba. Also eligible are northern community and local government districts of Thompson, The Pas, Lynn Lake, Leaf Rapids, Churchill, Gillam, Snow Lake, Flin Flon, Mystery Lake and Consol, and Non-profit organizations in these communities. Schools, universities, hospitals, nursing homes, provincial and federal departments, agencies and corporations are not eligible.

**CRITERIA:**

- the project must contribute to long-term asset development for the community and must create local employment opportunities;
- the project, when completed, will not compete with or duplicate other community faciltities;
- the completed project will benefit the community at large and remain accessible to all members of the community;
- the sponsor must confirm that sufficient resources will be available to maintain the operation of the completed project without creating an unreasonable burden on the community.

**LEVEL OF ASSISTANCE:** Normally, the Manitoba Community Assets Program may contribute up to 50% of total direct project costs to a maximum of $75,000. per project. Sponsors are required to contribute the remaining portion of direct costs.

**APPLICATION DEADLINE:** On-going, depending on availability of Funds.

**CONTACT:** Manitoba Employment Services and Economic Security
See page 52 for listing of offices.

## MANITOBA EMPLOYMENT SERVICES AND ECONOMIC SECURITY

### EMPLOYMENT SERVICES OFFICES

**Winnipeg**
1009-401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4959 or 945-3914

**West-Man North**
Box 1295, 531 Princess Avenue
Brandon, Manitoba
R7A 6N2

**Leaf Rapids**
Box 160
Leaf Rapids, Manitoba
R0B 1W0
Phone: 473-2425

**South Central**
Civic Centre, Box 2080
Winkler, Manitoba
R0G 2X0
Phone: 325-4385

**Parklands**
21 - 2nd Avenue, N.E.
Dauphin, Manitoba
R7N 0Z5
Phone: 638-8845

**The Pas**
Box 2850
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

**East-Man**
Room 215 - 323 Main Street
Box 3490
Steinbach, Manitoba
R0A 2A0
Phone: 326-1333

**Interlake**
Box 70
Teulon, Manitoba
R0C 3B0
Phone: 886-3325

**Thompson**
Box 25, 59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 778-4411

**West-Man South**
Box 730, Kilman Block
411 Broadway Avenue
Killarney, Manitoba
R0K 1G0
Phone: 523-8120

**Lake Winnipeg Region**
802 - 401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4926

**Churchill**
Box 178
Churchill, Manitoba
R0B 0E0
Phone: 675-8841

# MANITOBA ENERGY AND MINES

**PROGRAM:** COMMUNITY CHEC (CUT HIGH ENERGY COSTS)

**PURPOSE:** The Community CHEC limited grant program was designed by the Manitoba Department of Energy and Mines to assist organizations in making their buildings more energy efficient.

**WHO MAY APPLY:**

- School divisions and municipal governments (city, village, incorporated town, local government district or municipality) may apply.
- community centers, churches and other non-profit organizations may apply.
- Buildings owned by the Provincial and Federal Governments are not eligible for Community CHEC support.

**CRITERIA:**

- Establishments with 1984 energy bills greater than $5000. and less than $100,000. qualify. This refers to aggregate energy bills (excluding transportation fuel bills) for operating your organization for the past twelve consecutive months.
- All buildings must have been constructed prior to December 31, 1980.

**LEVEL OF ASSISTANCE:** The maximum Community CHEC grant is $15,000 or half the cost of your retrofit, whichever is less.

**APPLICATION DEADLINE:** On-going. Depending on availability of funds.

**REMARKS:** When applying for assistance you will require the following:

- an energy audit of your facility by the Energy Bus or a qualified consulting engineering firm.
- a sound proposal, based on this audit, of how you plan to reduce your total energy use by at least 20%.

- obtain competitive bids for the retrofit work and attach a copy of the firm quotation of your choice to your Community CHEC application. WORK MUST NOT BEGIN PRIOR TO APPROVAL.

**CONTACT:**

Community CHEC
Energy and Mines Information Centre
117 - 234 Donald Street
Winnipeg, Manitoba
R3C 1M8
Phone: 944-4154
Toll Free: 1-800-282-8069

# MANITOBA HEALTH - SPORT DIRECTORATE

**PROGRAM:** **FUNDING TO PROVINCIAL SPORT ASSOCIATION**

**PURPOSE:** To assist Provincial Sport Associations in the development of their programs throughout the province.

**WHO MAY APPLY:** The Sport Directorate will only recognize one Association per sport activity group that meet the required criteria.

**CRITERIA:**

- recognized by Sport Canada.
- member of the Manitoba Sports Federation.
- functions effectively as a non-profit organization in Manitoba under the Province of Manitoba Corporations Act.
- completes annual profile.
- meets criteria as outlined in the 1986/87 Sport Association application package.
- Association funding should not be duplicated by other current programs available to the Association by other Provincial Government departments and the Manitoba Sports Federation.

**LEVEL OF ASSISTANCE:** The following areas are eligible for funding:

- Base Grant
- Provincial Championship
- Sport Special Project
- Hospitality
- Provincial Team
- Province of Manitoba University Athletic Scholarships
- Training Camps/Training Centres
- Man-Plan
- Coaching/Officials Certification

**REMARKS** Sport Directorate Services and Programs:

- Order of Sports Excellence
- Pins
- Golden Boy Medallions
- Who's Who
- Summer Temporary Employment Program

**APPLICATION DEADLINE:** January 15/87

**CONTACT:** **Manitoba Health - Sport Directorate**
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 3N4
Phone: 945-3535

**PROGRAM:** **REGIONAL SPORT ASSOCIATION PACKAGE**

**PURPOSE:** To assist regional associations in the development of programs throughout the region and in co-operation with the directorate and the recognized provincial sport association.

**WHO MAY APPLY:** Recognized Regional Sport Councils and Associations who are incorporated.

**GRANT CRITERIA:**

- The directorate will only recognize one association per region.
- Association funding should not be duplicated under other current programs available to the association by other departments of the Province of Manitoba.

**LEVEL OF ASSISTANCE:**

- Funding will be allocated to the appropriate association based on the level of development and extent of the submitted yearly plan.

**APPLICATION DEADLINE:** The package must be submitted by January, 1986.

**REMARKS:** Regional Associations are eligible for assistance in the following areas:

- Base Grant
- Regional Sport Associations
- Salary Assistance
- Conferences
- Administration
- Regional Games
- Special Projects
- Promotional Project

**CONTACT:**

Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 3N4
Phone: 945-3535

**PROGRAM:** **ATHLETIC THERAPY LEVELS PROGRAM**
**LEVEL 1, 2, 3.**

**PURPOSE:** This is a progressive program in prevention and care of sports injuries to satisfy the growing need for skilled individuals with a better understanding of the prevention and proper treatment of sport injuries. The Athletic Therapy Levels program is aimed at developing an awareness of sports injuries in individuals that will be responsible for the health of athletes during completition and to prepare them to accept the responsibilities of the team's athletic therapy requirements.

**WHO MAY APPLY:** Anyone working with individuals or groups in the area of physical activity will benefit from completing the Athletic Therapy levels program. (Coaches, parents, teachers, fitness instructors).

**CRITERIA:** Any community is eligible to apply to host the Athletic Therapy Levels programs. You must be able to ensure a facility to house the clinic and the minimum number of participants.

**LEVEL OF SUPPORT:** Cost of the instructors, rental of the facility and the resource material will be provided by the Sports Directorate.

**APPLICATION DEADLINE:** On-going program.

**REMARKS:** The levels deal with the following information.

Level 1: Essential preventative techniques and immediate first-aid procedures.

Level 2: Basic conditioning, theories, injury identification, use of heat and cold, specific strapping techniques, emergency procedures. Course includes gross anatomy, mechanisms of injury, field assessment and immediate care, introduction to rehabilitation, conditioning techniques, strapping techniques.

Level 3: Develop individuals with more detailed understanding of anatomy, mechanism of injury, basic assessment and rehabilitation including individuals aspiring to be in charge of a teams athletic therapy requirements.

**CONTACT:**

Manitoba Athletic Therapy Association
c/o Glen Bergugon
University of Winnipeg
515 Portage Avenue
Winnipeg, Manitoba
R3B 2E9
Phone: 237-3169 or 786-7811

**PROGRAM:** COACHES AND OFFICIALS CERTIFICATION CLINICS

**PURPOSE:** This assistance is designed to assist sport and recreation agencies with the development of theory, technical and practical programs in coaching and officiating. Courses eligible for assistance include the following:

Theory Levels 1, 11, 111 in Manitoba.
Technical Levels 1, 11 and 111 in and out of Manitoba.
Practical Level 111 in and out of Manitoba.
Course conductor conferences in and out of Manitoba.

**WHO MAY APPLY:** Any non-profit organization in Manitoba.

**CRITERIA:** To be eligible for assistance the course must:

- be formally approved by the N.C.C.P. for coaching or N.S.G.B. for officiating.
- be taught only by national trained and approved course conductors.
- have a minimum advance registration of 10 coaches or officials.
- be scheduled a minimum of four to six weeks in advance through the Sport Directorate.

**LEVEL OF ASSISTANCE:** It is only intended that the Sport Directorate assist the course host to the extent of not incurring a deficit. Where course revenues exceed total required course costs, the Sport Directorate will not exceed any additional assistance.

**APPLICATION DEADLINE:** On-going program.

**CONTACT:** Manitoba Health - Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 3N4
Phone: 945-3535

# MANITOBA HIGHWAYS AND TRANSPORTATION

**PROGRAM:** **TRANSPORTATION OF THE MOBILITY DISADVANTAGED IN RURAL MANITOBA**

**PURPOSE:** To assist communities that have taken the initiative in providing transportation services for handicapped persons in rural Manitoba.

**WHO MAY APPLY:** One or more municipalities acting as sponsors for the service.

**CRITERIA:** This program is intended to supplement capital and operating funds provided by municipalities, users, service clubs, and other sources.

**LEVEL OF ASSISTANCE:**

Start Up Grant

One-time grant of $6,000 for services that have not previously received subsidies from the Province of Manitoba.

Operating Grant

37-1/2% of gross operating expenses to a maximum of $20,000 in any one calendar year.

Capital Grant

50% of the cost of approved capital expenditures to a maximum of $10,000.

**APPLICATION DEADLINE:** On-going program.

**CONTACT:**

Manager - Wes Graham
Transportation Programs Branch
15th Floor, 215 Garry Street
Winnipeg, Manitoba
R3C 3Z1
Phone: 945-2009

# MANITOBA MUNICIPAL AFFAIRS

**PROGRAM:** **MAIN STREET MANITOBA**

**PURPOSE:** To revitalize main business areas of Manitoba Municipalities with the aim to stimulating the economy.

**WHO MAY APPLY:** All municipalities except the City of Winnipeg.

**CRITERIA:**

- Proposals must include improvements to both public and private properties.
- The applications are to be submitted by the municipality.
- Projects must not replace normal general municipal works.

**LEVEL OF ASSISTANCE:** The Province will provide 2/3 of the cost of approved improvements to public property up to a determined maximum and 1/3 of the cost of storefront renovation up to a maximum of $500.00 per proprietor.

**APPLICATION DEADLINE:** On-going program.

**REMARKS:** This grant is for commercial use only.

**CONTACT:** Municipal Finance Officer
Municipal Budget & Finance Branch
1322 - 405 Broadway
Winnipeg, Manitoba
R3C 3L6
Phone: 945-2598

**PROGRAM:** **CENTENNIAL GRANTS**

**PURPOSE:** To provide assistance towards Centenial observances of a municipality.

**WHO MAY APPLY:** Any incorporated municipality of local government district by written application.

**LEVEL OF ASSISTANCE:** Grant is based on $2.00 per capita and is to be used to assist in the cost of projects approved by the Province.

**APPLICATION DEADLINE:** On-going program.

**CONTACT:** Municipal Finance Officer
Municipal Budget and Finance Branch
1322 - 405 Broadway
Winnipeg, Manitoba
Phone: 945-2598

# MANITOBA NORTHERN AFFAIRS

**PROGRAM:** NORTHERN COMMUNITY ASSETS

**PURPOSE:** To provide funding to projects having the greatest potential to create employment and long-lasting assets for persons resident in remote communities and on Indian Reserves in northern Manitoba.

**WHO MAY APPLY:** The program will consider applications originating from official community groups such as: community councils; organized non-profit community groups in remote northern communities and communities which have similar characteristics that are situated in Local Government Districts within the boundaries of Northern Affairs.

**CRITERIA:** Projects must clearly provide for community benefit, employing local people and may include community improvement, recreation and tourism, and the construction of community facilities and other community improvement projects. Projects will be expected to be capital intensive, while including a significant labour component in overall project operation.

Preference will be given to community initiated capital projects which may accelerate normal programming in order to meet basic levels of services/facilities in remote communities.

**APPLICATION DEADLINE:** August.

**REMARKS:** Project selection criteria are based on:

- degree of community benefit/development;
- cost of required material for the proposed project (Northern Affairs communities are eligible to receive grants to cover material costs);
- the effectiveness of the jobs created for the grants received;
- the experience provided to workers;
- appropriate management;
- realistic time frames to complete the project;
- the available resources contributed by the community, e.g., human, material, equipment, land, etc.
- linkage to construction project meeting community needs;
- the unemployment rate/population size of the community;
- the existing job creation projects in the community;
- the existing basic level of services in the community; and

- ability of community to operate and maintain facilities after completion of the project.

Preference will be given to community initiated capital projects which may accelerate normal programming in order to meet basic levels of services/facilities in remote communities.

**CONTACT:**

Manitoba Northern Affairs
Regional Offices:

59 Elizabeth Drive, Box 27
Thompson, Manitoba
Phone: 778-4411

339A Main Street
Selkirk, Manitoba
Phone: 482-7535

Box 2560
The Pas, Manitoba
Phone: 623-7481

27 - 2nd Avenue S.W.
Dauphin, Manitoba
Phone: 638-9111

Box 2049
Swan River, Manitoba
Phone: 734-4753

Winnipeg Office:

Room 200 - 500 Portage
Winnipeg, Manitoba
R3C 3X1
Phone: 945-2508

# CANADA COUNCIL

**PROGRAM:** EXPLORATIONS

**PURPOSE:** The Explorations program of the Canada Council supports innovative projects which may introduce new approaches to creative expression, extend the limits of an existing art form, cross disciplines or fulfill specific needs in the development of the arts. The primary intent of this multi-disciplinary, regionally-oriented Program is to provide support to innovative, unusual or unproven ideas that otherwise might not be realized, whether focusing on the performing or visual arts; research and writing; community animation; the application of new technologies in the arts or experiments in new art forms.

**WHO MAY APPLY:** Canadian citizens and Canadian organizations may apply for Explorations grants. All landed immigrants who have resided in Canada for five years will also be eligible.

**CRITERIA:** Because Explorations responds to innovative projects designed by its applicants, its mandate within the arts has always been creative projects. Explorations grants have funded interdisciplinary activity, craft workshops, new performing arts projects, exhibits, photography, creative writing, recordings, film, video and audio experiments, community-based cultural animation projects, etc.

Explorations gives grants to help offset the following expenses:

- subsistence
- travel
- clerical, secretarial and research services
- equipment rental
- supplies and materials

A grant may apply to any period of time up to 12 months.

**LEVEL OF ASSISTANCE:** No specific amount. However, the Explorations budget is limited and in the past average grants have tended to range between $5,000 and $10,000 depending upon the nature of the project proposed.

**APPLICATION DEADLINE:**

The grant may cover any period up to 12 months. Explorations grants do not cover expenses incurred before the application is approved. The deadline dates for receipt of applications are: January 15th, May 1st, and September 15th. The results are announced approximately four months after those dates.

**CONTACT:**

Explorations Program
Canada Council
P.O. Box 1047
Ottawa, Ontario
K1P 5V8
Phone: (613) 237-3400

# DEPARTMENT OF COMMUNICATIONS

**PROGRAM:** **CULTURAL INITIATIVES**

This program does not require application forms. Applications should focus on the specific nature of the request and should include:

a) Name and mailing address of the organization;

b) copy of letters of incorporation proving non-profit status;

c) list of members of board of directors;

d) complete description of the activity for which the funding is requested;

e) detailed budget, including expenditures, confirmed and projected revenues, and the amount of support requested;

f) names and telephone numbers of at least two persons within the organization who are familiar with the request.

NOTE: This is a permanent program of the Department.

THERE ARE THREE COMPONENTS TO THIS PROGRAM. THEY ARE:

**PROGRAM:** **COMPONENT I: ASSISTANCE TO STRENGTHEN THE MANAGEMENT OF CULTURAL ORGANIZTIONS AND THE INNOVATIVE APPLICATION OF NEW COMMUNICATIONS TECHNOLOGIES.**

**PURPOSE:** To promote the innovative use, development and application of new communication technologies in the operations and activities of Canadian professional non-profit cultural organizations and to strengthen the management of non-profit cultural organizations.

**PROJECT CRITERIA:**

- Should supply information (a) to (f).
- The project must be beneficial and feasible.
- The results can be applied to the organization's continuing activities and operations at affordable costs.

- Must be willing to share results of the project with other Canadian professional non-profit cultural organizations, on request.

- Must be committed to submit a detailed report and to acknowledge the financial assistance of the Government of Canada.

**SUPPORT:**

- Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

**WHO MAY APPLY:** Professional non-profit cultural organizations of Canada.

**APPLICATION DEADLINE:** Contact Departmental representative.

**CONTACT:** See page 71.

**PROGRAM:** **COMPONENT II: CAPITAL ASSISTANCE**

**PURPOSE:** To provide greater public access to the professional performing and visual arts, museums and heritage collections, by developing and upgrading a national network of cultural facilities. Funds may also be provided to assist organizations in undertaking feasibility studies concerning capital projects.

**PROJECT CRITERIA:**

- Must provide information (a) to (f).

- The construction or renovation of the facility or the purchase of the equipment must have a direct and immediate bearing on the provision or improvement of facilities for both the public and artists involved.

- The applicant must confirm the funding sources available to meet the operating costs associated with the project.

- Must provide a study with needs evaluation and cost benefit analysis and, if available, a feasibility or engineering study to substantiate the decision to proceed with the project.

- Must also provide two most recent audited financial statements and estimated yearly operating costs of the new facility and identification of revenues to cover these costs.

- Must identify similar facilities within a 30 kilometre radius (applicants in metropolitan areas excepted).

- Must submit preliminary design and specifications of the proposed facility and recent interior and exterior photographs if the building already exists.

- Must acknowledge the financial assistance of the Government of Canada.

**SUPPORT:** Support is dependent upon the type of project submitted and the amount of assistance required to complete the projects.

**WHO MAY APPLY:** Canadian non-profit incorporated organization or a municipal or regional government.

**APPLICATION DEADLINE:** Contact Department representative.

**CONTACT:** See page 71.

**PROGRAM:** **COMPONENT III: SPECIAL CULTURAL EVENTS OF NATIONAL SIGNIFICANCE**

**PURPOSE:** To support cultural events of national significance.

**PROJECT CRITERIA:**

- **Must provide information (a) to (f).**

- Eligible events must be held in Canada and have significant participation from at least three provinces or territories.

- The proposed activity should not be eligible for other federal funding and should not represent the normal activities of the sponsoring organization.

- Eligible events could include:

  a) a national or international conference of a cultural nature;
  b) a national artistic or cultural competition;
  c) the cultural component of a national or international activity or event, such as amateur sporting competition or non-cultural conferences.

- Must provide a clear statement of the objectives and goals of the proposed activity; its relationship to their ongoing activities; and a description of the activity, including costs, timetables and a list of resource persons involved in the event.

- Must also provide a list of all sources from which financial assistance has been sought and the results.

- Must submit a final report and acknowledge the financial assistance of the Government of Canada.

**SUPPORT:** Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

**WHO MAY APPLY:** Canadian non-profit cultural organizations undertaking a special cultural event that is distinct from the ongoing activities of the sponsoring organization.

**CONTACT:** All applications should be mailed to:

Cultural Initiatives Program
Department of Communications
300 Slater Street
Ottawa, Ontario
K1A 0C8
(613) 993-4587

and

Department of Communications
200-386 Broadway
Winnipeg, Manitoba
R3C 3Y9
(204) 949-7139

Further information can be obtained from the Winnipeg Office at:

386 Broadway Avenue
Room 200
Winnipeg, Manitoba
R3C 3Y9
Phone: (204) 949-7139

# EMPLOYMENT AND IMMIGRATION CANADA

**PROGRAM:** **SKILLS INVESTMENT**

**PURPOSE:** This program brings help to workers whose jobs are threatened by changing technology and economic conditions. With an unprecedented program to coordinate the efforts of workers and employers, people will have the chance to learn new skills before they are laid off, or their existing skills become redundant.

**WHO MAY APPLY:** Proposals from all sectors of the community are encouraged.

**CRITERIA:**

- There is no rigid eligibility requirements. Proposals may address regional concerns or labour market problems that are national in scope. They can touch, in a new way, existing programs. Proposals should show potential for generating lasting improvements in the labour market. The overriding criteria are creativity and innovation.

**LEVEL OF ASSISTANCE:** Approved initiatives will receive financial support generally in the form of contributions on a cost-shared basis. Some project may receive multi-year funding.

As well, Skills Investment makes available as much as $10,000. to provide any facilities or equipment that may be needed for disabled persons to upgrade their skills.

**APPLICATION DEADLINE:** On-going depending on availability of funds.

**CONTACT:** Please see page 81. for your local Employment and Immigration office.

**PROGRAM:** JOB ENTRY - RE-ENTRY FOR YOUNG PEOPLE

**PURPOSE:** The program offers young people the opportunity to develop basic work skills, to acquire specific job-related skills, to learn first hand about the working world and where and how they can fit in. The program is designed for youth who are:

- just out of school trying to find a job without having experience;
- students planning to return to school looking for summer employment that will provide career-related work experience;
- cooperative education - allows students to integrate academic studies with work experience related to their desired career.

**WHO MAY APPLY:** Individuals, businesses, industries, labour organizations, educational institutions, community groups, and all levels of government.

**CRITERIA:**

- Coordinators/sponsors are responsible for recruiting participants, arranging on-site and off-site training, and developing implementing and monitoring their proposed projects.
- Businesses/organizations (referred to as training place hosts) provide supervised on-site training and work experience.
- Individuals can participate in Entry if they are:

  a) unemployed (or employed no more than 20 hrs/week
  b) out of regular school system for at least three months
  c) not in receipt of a post-secondary degree/diploma
  d) over the legal school leaving age
  e) legally entitled to work in Canada

**LEVEL OF ASSISTANCE:** Entry participants will receive an allowance or, if eligible, Unemployment Insurance benefits, whichever is greater. They may also be eligible for supplementary allowances to cover such requirements as dependent care costs, commuting, or living away from home and travel assistance.

**APPLICATION DEADLINE:** On-going.

**CONTACT:** Please see page 81.

**PROGRAM:** JOB ENTRY - RE-ENTRY FOR WOMEN

**PURPOSE:** Re-entry is designed to help women who are entering or re-entering the paid work force after working in the home. The re-entry program offers practical support, counselling, training and work experience to make the transition from home to work a success.

**WHO MAY APPLY:** A wide variety of individuals and organizations may apply; women's organizations, community groups, businesses, labour organizations, educational institutions, and all levels of government.

**CRITERIA:**

- To participate in a Re-entry project, a woman must be entering or re-entering the work force after being essentially absent for three years or more.
- Re-entry participants normally spend 16 - 52 weeks on the project, and women may be able to participate on a full-time or part-time basis.
- Each re-entry project will reflect and accommodate the learning needs of women.
- The coordinators/sponsor of the project are responsible for developing and implementing Re-entry projects, recruiting participants, and arranging for all elements of the re-entry plan. (On-site training, off-site training, and practical work experience)
- All coordinators must demonstrate an understanding and an ability to respond to difficulties women face when re-entering the work force.
- Businesses and organizations acting as a training place hosts, must provide relevent, supervised training and experience for the participants.

**LEVEL OF ASSISTANCE:** Coordinators submit proposals for Re-entry projects. When proposals are approved, coordinators are paid on a fee-for-service basis, under contract with EIC, to develop and implement the project. They will also be reimbursed for the costs of providing off-site training.

Women who participate in Re-entry receive either a training allowance, or, if eligible, Unemployment Insurance benefits, whichever is greater. They may also receive supplementary allowances to cover dependant care costs, commuting, or living away from home and travel assistance.

**APPLICATION DEADLINE:** On-going

**CONTACT:** Please see page 81.

**PROGRAM:** JOB DEVELOPMENT

**PURPOSE:** The purpose of Job Development is to create a skilled work force, not to create make-work projects. Job Development is designed to help create the work force employers need. The primary program objective is to provide meaningful training and job opportunities.

**WHO MAY APPLY:** Project sponsors can include municipalities, the non-profit sector, community groups and the local business community.

**CRITERIA:** No specific criteria. employers have two options:

a) they may sponsor projects which create additional training and job opportunities; or

b) they may hire and train certain individuals who in addition to long-term unemployment, meet other predetermined conditions.

FOR FURTHER CRITERIA, PLEASE CONTACT YOUR CANADA EMPLOYMENT CENTRE.

**LEVEL OF ASSISTANCE:** Job Development offers financial assistance to employers taking part in the program. Funds may be paid towards a variety of costs, including wages and training expenses for participants, and the installation of special facilities for disabled workers. In some circumstances, funds may also be available to cover some capital costs and wages for a project manager. The actual contribution will depend on the nature of the project and type of sponsor.

**APPLICATION DEADLINE:** On-going, depending on availability of funds.

**CONTACT:** Please see page 81 for your local Employment and Immigration Office.

**PROGRAM:** SKILL SHORTAGES

**PURPOSE:** In some industries, appropriately skilled workers may be in short supply, and in high demand. For the employer, this shortage may represent a fundamental obstacle. The Skill Shortages program provides much needed financial assistance for employers who must train workers in these required skills.

**WHO MAY APPLY:** Employers in all sectors of the community.

**CRITERIA:** No specific criteria identified, please contact your Employment and Immigration office.

**LEVEL OF ASSISTANCE:**

- Assistance is available for both on and off-the-job training, for both full and part-time training.
- Assistance for training can last up to 3 years.
- Under the program, employers are partially reimbursed for wages paid to a worker who is being trained. Reimbursements cover 60% of wages during off-the-job training and 23% during on-the-job training, up to $350. per week.
- Employers who require special equipment or structural renovations to the workplace to hire disabled persons can receive up to $10,000. to defray these costs.

**APPLICATION DEADLINE:** On-going, depending on availability of funds.

**CONTACT:** Please see page 81 for your local Employment and Immigration Office.

**PROGRAM:** **COMMUNITY FUTURES**

The Community Futures program is still in the developmental stages. The intent of the program is to help communities hit by major mass layoffs and plant closures, but it will do even more. It will also help comunities faced with chronic unemployment, communities wich are struggling with economic decline but which have some permanent growth and development opportunities.

This program will build on the existing strengths of the communities, providing support to the private sector and local community initiative. It will involve a flexible, cooperative approach, with an emphasis on entrepreneurial development. These ideas are being developed in consulation with Labour Canada and the Department of Regional Industrial Expansion.

PLEASE CONTACT YOUR LOAL EMPLOYMENT AND IMMIGRATION OFFICE FOR FURTHER DETAILS. (see listing on page 81)

**PROGRAM:** INNOVATIONS

**PURPOSE:** Innovations provides financial support to pilot programs, demonstration projects and other activities designed to test new or innovative ideas to improve the functioning of Canada's labour market.

**WHO MAY APPLY:** The program is open to any individual or group with an innovative proposal for labour market development. Business and industry, labour organizations, non-profit grous, educational and training agencies all sectors of the economy are encouraged to take part.

**CRITERIA:** There are no predetermined limits on projects supported by Innovations. Each proposal will be judged on its own merits, with the emphasis on creativity and innovation. Proposals must of course, be practical and show potential for generating lasting improvements in the labour market.

**LEVEL OF ASSISTANCE:** Funding arrangements are flexible, with no fixed limits to the amount of support Innovations will provide. Each proposal will be judged on its own merits.

Approved projects will usually be supported on a cost shared basis, although full funding may be approved in principle, but funding will be subject to an annual review.

**APPLICATION DEADLINE:** On-going, depending on availability of funds.

**CONTACT:** Please see page 81 for your local Employment and Immigration Office.

## CANADA EMPLOYMENT CENTRES

**BRANDON**

153 - 11th Street
Brandon, Manitoba
R7A 4J5
Phone: 727-0583

**DAUPHIN**

135 - 2nd Avenue N.E.
Dauphin, Manitoba
R7N 0Z6
Phone: 638-3711

**FLIN FLON**

54 Main Street
Flin Flon, Manitoba
R8A 1N5
Phone: 687-8231

**GIMLI**

80 - 6th Avenue
Gimli, Manitoba
R0C 1B0
Phone: 642-5193

**LYNN LAKE**

Federal Building
Sherritt Avenue
Lynn Lake, Manitoba
R0B 0W0
Phone: 356-8300

**MORDEN**

11th & Stephen Street
Morden, Manitoba
R0G 1J0
Phone: 822-4491

**NEEPAWA**

225 Ellen Street
Neepawa, Manitoba
R0J 1H0
Phone: 476-3371

**PORTAGE LA PRAIRIE**

211 Saskatchewan Avenue E.
Portage la Prairie, Manitoba
R1N 3C5
Phone: 857-8731

**SELKIRK**

12 - 366 Main Street
Selkirk, Manitoba
R1A 1T6
Phone: 482-3323

**STEINBACH**

323 Main Street
Steinbach, Manitoba
R0A 2A9
Phone: 326-1371

**SWAN RIVER**

203 - 5th Avenue N.
Swan River, Manitoba
R0L 1Z0
Phone: 734-3483

**THE PAS**

141 Fischer Avenue
The Pas, Manitoba
R9A 1K7
Phone: 623-3453

**THOMPSON**

208 - 83 Churchill Drive
Thompson, Manitoba
R8N 0L6
Phone: 778-4471

# HEALTH AND WELFARE CANADA

**PROGRAM:** HEALTH PROMOTION CONTRIBUTION PROGRAM

**PURPOSE:** To maintain and improve the health and well-being of Canadians with a particular focus on four target groups: women, elderly, children and youth, and the disabled, by providing financial support for community based projects.

**WHO MAY APPLY:** Proposals may be submitted by non-profit organizations, professional associations, voluntary groups or educational institutions, as well as provincial and municipal agencies.

**CRITERIA:** The program supports health promotion projects which seek to employ one or more of the following strategies:

- self-care
- mutual aid
- environmental change
- support is not available for research projects, direct service/treatment activities or to maintain on-going operations and programs.

**LEVEL OF ASSISTANCE:** A contribution may be made for a period up to 3 years for a specific project activity.

**APPLICATION DEADLINE:** On-going, depending on availability of funds.

**CONTACT:**
Health Promotion Directorate
Health Services and Promotion Branch
Health and Welfare
Prairie Regional Office
603 - 213 Notre Dame Avenue
Winnipeg, Manitoba
R3B 1N3
Phone: 949-2554

**PROGRAM:** NEW HORIZONS

**PURPOSE:** The basic purpose of the program is to provide seed funding to enable a group of retired persons to initiate a project with a view to becoming self-sufficient.

**WHO MAY APPLY:** Seniors Organizations/groups.

**GRANT CRITERIA:**

- Although a project idea may originate with one person, there should be a group of no less than 10 members who will accept responsibility for the management of the project and the administration of project funds.
- The majority of the project participants must be older and permanently retired from the labour force.
- New Horizons contributions may be provided to initiate new activities or expand existing ones within a community.
- Contributions for projects are available for periods of up to 18 months. Groups are encouraged to plan for the continuation of a project after the funding period through membership fees, donations, fund-raising events, community support or other sources.
- For those groups which require additional time to achieve self-sufficiency or find alternate sources of assistance for their project, a second contribution, on a declining basis, may be granted for another period of up to 18 months.
- Contributions may cover expenses incurred in planning, organizing and operating the project activities, including such items as rent, utilities, furniture and equipment, materials and supplies. Limited funds are available for construction or renovation.
- New Horizons funds may not be used to pay salaries for project directors or participants.

**LEVEL OF ASSISTANCE:** The level of assistance is determined by several factors such as, number of participants, complexity of the program, equipment needed, etc.

**APPLICATION DEADLINE:** On-going.

**CONTACT:**

New Horizons Program
340 Graham Avenue
Eaton Place
Winnipeg, Manitoba
R3G 4C2
Phone: 949-2833

# SECRETARY OF STATE

The Secretary of State Regional Office in Manitoba forms part of a national network of operations designed to assist Canadians to develop and maintain a sense of belonging to Canada. Their programs and activities are aimed at promoting knowledge of our country and pride in its cultures, history and traditions. The Manitoba office has three distinct components:

1) Citizenship Court

2) Social Development Office

3) Translation Bureau

Due to the vast number of programs offered by Secretary of State, we have highlighted several programs that are relevant to the individuals and groups that might be using this manual. Please keep in mind that this is just an introduction to the programs offered and advise you to contact the Secretary of State for further details.

Department of the Secretary of State
Regional Office
303 Main Street
Room 201
Winnipeg, Manitoba
R3C 3G7
Phone: 949-6061

**PROGRAM:** KATIMAVIK

**PURPOSE:**

- To serve Canadian Communities.
- To stimulate the participants' environmental awareness.
- To aid in the personal development of participants.
- To provide participants with a greater understanding of the country.

**WHO MAY APPLY:** Any non-profit group, i.e. municipal government, service club, school, community association, government agency, church, hospital.

**PROJECT CRITERIA:**

- The project must consist of productive, stimulating work activities, possibly shared by several different sponsors, for approximately eight volunteers at a time over a nine month period.

- The project must be of educational value and provide opportunities to learn new manual skills.

- Representatives from each sponsoring group form a local Katimavik Sponsor Committee which oversees all local commitments and Katimavik activities.

**SUPPORT:** Katimavik will provide the workmanship of eight volunteers for a project of nine months; volunteers' food, lodging, household costs and personal expenses; staff salaries.

**APPLICATION DEADLINE:** On-going.

**CONTACT:**

Prairie Regional Office
350 - 3rd Avenue North
Suite 403
Saskatoon, Saskatchewan
S7K 6G7
Phone: (306) 652-5200

Manitoba Project Development Officer
Phone: 477-6710

**PROGRAM:** **NATIVE FRIENDSHIP CENTRE PROGRAM**

**PURPOSE:** This program's main objective is to assist in the adjustment of migrating native people to life in Canadian society. It contributes to the improvement of the quality of life of Aboriginal (native) peple in an urban environment, by support to self-determined activities which facilitate equal access to opportunities and participation within Canadian society and which respect Native cultural distinctiveness.

**WHO MAY APPLY:** Native Friendship Centres which have been in operation for a minimum of twelve months after incorporations and the National Associations of Frienship Centres.

**CONTACT:**
Native Citizens Program Officer
Department of Secretary of State
303 Main Street
Room 201
Winnipeg, Manitoba
R3G 3G7
Phone: 949-3601
Toll Free: 1-800-783-0107

**PROGRAM:** **NATIVE SOCIAL AND CULTURAL DEVELOPMENT**

**SUB-PROGRAM:** Native Cultural Development

**PURPOSE:** Revival and maintenance of native Cultural Heritage. Cultural Development comprises those activities that relate to the revival and maintenance of aspects of traditional cultures and their manifestations in contemporary lifestyles that serve to reinforce the identity of Native people as a Unique people to regenerate pride in Native heritage.

**SUB-PROGRAM:** Native Social Development

**PURPOSE:** Increasing effective participation of Native people within both Native and non-Native social organizations. Social development comprises those activities related to increasing participation as well as those activities which have the effect of ameliorating the level and extent of participatory skills.

**SUB-PROGRAM:** Native Language Retention

**PURPOSE:** Increasing opportunities for Native people to retain and revitalize their languages. Native language retention comprises those activities that provide constructive opportunities for Canada's Aboriginal people to retain and revitalize their languages and those activities which promote increased knowledge and understanding of Aboriginal history and traditions by:

- improving training opportunities for teachers of Native languages;
- furthering development of Native language curriculum;
- developing written materials in the field of Native languages for use in schools and communities;
- strenghtening of cultural identity through improved ability to communicate in Native languages.

**WHO MAY APPLY:** Aboriginal voluntary groups and/or organizations.

**CONTACT:**
Native Citizens Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3G 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **MULTICULTURALISM - GROUP DEVELOPMENT PROGRAM**

**PURPOSE:** To strengthen the organizations of ethnocultural communities at the national, provincial and local levels and their ability to respond to the needs and represent the interests of their constituencies by providing support for projects which:

- encourage the emergency, growth and strengthening of viable ethnocultural organizations through which the interests and concerns of the individual groups or communities will be articulated effectively;
- are directed at and of benefit to ethnocultural communities experiencing lack of acceptance by other Canadians;
- strengthen the capacity of ethnocultural groups in addressing Race Relations issues and which contribute to the building of inter-group understanding in the interest of Canadian unity.

**WHO MAY APPLY:** Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they claim to serve.

**CONTACT:** Multiculturalism Program Officer
Secretary of State
300 Main Street
Winnipeg, Manitoba
R3G 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** MULTICULTURALISM - PERFORMING & VISUAL ARTS

**PURPOSE:** To encourage and support projects which:

- promote cultural expression and sharing in various performing and visual art forms undertaken by minority cultural groups and for individuals;
- promote increased understanding of the social aspects of multiculturalism by young people, in an educational setting;
- improve the artistic, performing and technical skills of groups and individuals by support to skill development seminars, access to resource people and expertise and sharing between groups or individuals in their field of artistic expression;
- promote the expression of social issues and concerns of importance to Multiculturalism through the medium of one of the performing and visual arts;
- promote institutional change which results in greater acceptance and opportunities for visible minority groups in the areas of employment, education, the justice system, the political and government system and the cultural and communications sector;
- PRIORITY GOES TO SKILL DEVELOPMENT PROJECTS AND PROJECTS THAT PROMOTE CROSS-CULTURAL SHARING.

**WHO MAY APPLY:**

- Voluntary organizations representative of the ethnocultural community, or voluntary organizations which can demonstrate the support of the target group where this differs from the applicant organization's membership.
- Individuals who are supported by:
  - a recognized authority in the field of endeavour, or
  - a recognized communty organization or institution.

**CONTACT:** Multiculturalism Program Officer
Secretary of State
300 Main Street
Winnipeg, Manitoba
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **MULTICULTURALISM - CULTURAL INTEGRATION**

**PURPOSE:** To support voluntary organizations which provide settlement/integration services to the immigrant/refugee community. Financial assistance is provided for projects which are designed to:

- train volunteers/professionals to assist in the integration of immigrants and refugees;
- provide immigrant/refugees with learning opportunities e.g. in the access of essential services/acquisition of life skills;
- make mainstream organizations/institutions responsive to integration needs and concerns of immigrants/ refugees;
- address the particular needs and concerns of immigrant women e.g. ESL/FSL pilot projects, development of information-sharing networks.

**WHO MAY APPLY:** Applicants must be groups of Canadian citizens or lawfully admitted Canadian residents who have associated themselves voluntarily for a non-profit purpose; are constituted democratically; and are either:

- representative of, and accountable to, the ethnocultural groups or community they claim to serve; or
- able to demonstrate the support of the target group where this differs from the constituency or membership of the voluntary organizations which are applying.

**CONTACT:** Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** MULTICULTURALISM - INTERCULTURAL COMMUNICATIONS

**PURPOSE:** To support collective action by voluntary/non-profit organiztations on needs and issues arising from the cultural and racial nature of Canadian society.

Financial and technical assistance are provided for the operations/programs/projects of cross-cultural organizations dedicated to promoting intergroup understanding and appreciation. Projects must focus on:

- promotion of cross-cultural understanding between minority groups and the majority society,
- gaining access to institutions e.g. education, law enforcement,
- the identification of means to resolve intergroup conflict.

**WHO MAY APPLY:**

a) Coordinating multicultural/multiethnic organizations comprised of several (individual) ethnocultural organizations.

b) Organizations which deal with multicultural/multiethnic concerns and issues may also be considered.

**CONTACT:**

Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **MULTICULTURALISM - CULTURAL ENRICHMENT**

**PURPOSE:** To encourage and support the learning and retention of heritage languages. Technical and financial assistance is provided to facilitate the:

- establishment and maintenance of supplementary school classes in heritage languages;
- development of curriculum material having Canadian social-cultural relevance;
- planning of seminars/workshops for the improvement of heritage language teaching skills;
- development of teaching aids;
- research and promotion of heritage languages.

**WHO MAY APPLY:**

a) Organizations which represent members of particular ethno-cultural groups or communities and which conduct supplementary language schools.

b) Professional institutions and individuals when they are of assistance in improving heritage language teaching, in developing curriculum materials, in promoting and disseminating training of supplementary school teachers.

**CONTACT:**

Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **MULTICULTURALISM - WRITING AND PUBLICATIONS PROGRAM**

**PURPOSE:** To provide financial and technical assistance to voluntary organizations, individuals and institutions for projects which support and reflect Canada's cultural and racial diversity through:

- research, writing, publishing and translation projects in areas such as literature, memoirs, local and regional histories, film scripts, biographies, bibliographies;
- conferences and other activities;
- the development and dissemination of institutional and teaching materials.

**WHO MAY APPLY:** Voluntary organizations which are:

- representative of an ethnocultural group or community;
- able to demonstrate the support of the target group;
- individuals who are supported by:
  - a recognized authority in the field of endeavour or
  - a recognized community organization or institution.

**CONTACT:**
Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **WOMEN'S PROGRAMS**

**PURPOSE:** To improve the status and increase participation of women in all aspects of society through support to voluntary organizations:

- Project funding is provided for community education, organizational development, conferences, etc.
- Operational funding is provided for key Status of Women co-ordinating groups.

**WHO MAY APPLY:**

- Women's voluntary organizations whose primary objective is to improve the status of women.
- Other voluntary organizations working to improve the status of women.
- Status of women committees working within larger organizational structures (e.g. unions, professional associations).

**CONTACT:**

Women's Program Officer
Secretary of State
200 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **ABORIGINAL WOMEN'S PROGRAM**

**PURPOSE:** The Aboriginal Women's program supports and encourages project's and activities which advance participation of aboriginal women in contemporary society with the objective of: Multiplying opportunities for intracultural and intercultural contact and appreciation by aboriginal women at the national, provincial and local levels thereby making their social and cultural participation more visible and meaningful within their own communities and to all Canadians.

**OBJECTIVES:**

- Upgrading technical and management skills of aboriginal women through the development of their own leadership and the establishment of objectives and criteria for their own representative organizations.

- Creating opportunities for aboriginal women to initiate and influence those policies and programs developed by government departments for the benefit of the native population.

- Providing opportunities for aboriginal women to initiate activities and projects which aid them in their desire for the preservation and retention of their culture and their communications' cultural identity.

**WHO MAY APPLY:** Financial assistance may be provided to a group of aboriginal women who have voluntarily associated themselves for a non-profit purpose, operating in line with democratic principals in the national, provincial, regional, community or neighborhood levels. These include special purpose organizations which address specific issues and new or emerging organizations.

**CONTACT:**

Native Citizens Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: (204) 949-6061
Toll-free 1-800-782-0107

**PROGRAM:** **DISABLED PERSONS PARTICIPATION PROGRAM**

**PURPOSE:** To support voluntary organizations controlled by disabled and handicapped persons and initiatives designed to encourage their full participation in Canadian society.

**WHO MAY APPLY:** Non-profit, voluntary organizations controlled by disabled and handicapped persons.

**CONTACT:**
Disabled Persons Participation Program
Regional Office
303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **VOLUNTARY ACTION PROGRAM**

**PURPOSE:** To support the development of voluntary organizations undertaking activities to promote increased participation of Canadians and improve community life.

**WHO MAY APPLY:** Non-profit voluntary organizations with a primary function of promoting the volunteer contribution to the community.

**CONTACT:**

Voluntary Action Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **HUMAN RIGHTS PROGRAM**

**PURPOSE:** To achieve greater awareness, knowledge and appreciation by Canadians of human rights, fundamental freedoms and related responsibilities; to increase the enjoyment of human rights; and to increase compliance with Canada's domestic and international human rights commitments.

**WHO MAY APPLY:** Priority is given to human rights and civil liberties associations; however, voluntary and non-governmental organizations which choose to develop a project focusing on the promotion or study of an identified human rights issue may also apply.

**CONTACT:**

Director
Human Rights Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 959-3601
Toll Free: 1-800-782-0107

**PROGRAM:** OFFICIAL LANGUAGES COMMUNITIES

**PURPOSE:** To encourage and assist official language minorities in establishing and maintaining their institutions, in developing effective organizations and in participating in their language in the social, educational, cultural and economic life of Canadian society.

**WHO MAY APPLY:** Voluntary Organizations

**CONTACT:**
Official Language Communities Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 959-3601
Toll Free: 1-800-782-0107

**PROGRAM:** **PROMOTION OF OFFICIAL LANGUAGES**

**PURPOSE:** To promote comprehension and respect for Canada's linguistic duality and to encourage and assist Canadian institutions, businesses and organizations at all levels in developing and providing services in both official languages.

**WHO MAY APPLY:** Voluntary organizations, private businesses and non-federal public sector.

**CONTACT:**
Promotion of Official Languages Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 959-3601
Toll Free: 1-800-782-0107

**PROGRAM:** OPEN HOUSE CANADA

**PURPOSE:** Provide an opportunity for young Canadians to discover and understand other parts of Canada; to encourage reciprocal exchange visits between groups of youth from different regions of the country.

Project criteria: Groups must be matched with a similar group, for a two-way exchange of at least five days duration.

Both groups must develop a program of learning experiences for the visitors i.e. activities, to increase understanding about the community. Groups must educate themselves with local economic activities, governmental and political structures, history and traditions as well as the geographic and environmental peculiarities and social and cultural composition of their local.

Follow-up activities should be planned with an evaluation process and a publicized report informing the community of the outcome of the exchange.

**WHO MAY APPLY:** Any groups of 10 - 40 in size, between the ages of 14 - 22 with members who are Canadian citizens or permanent residents.

**CONTACT:** Open House Canada
Department of Secretary of State
Ottawa, Ontario
K1A 0M5

Regional Program information may be obtained from the Youth Program Development Officer at 201 - 303 Main Street, Winnipeg, Manit, R3C 3G6 (949-3601)

**PROGRAM:** **CANADA DAY**

**PURPOSE:** Canada Day is the occasion to celebrate our national day throughout the province. The Manitoba Canada Day Committee, composed of volunteers, coordinates the planning and promotion and deals directly with people organizing activities in their communities. The Secretary of State provides seed-money support. The emphasis is on community participation in events that provide maximum involvement for all. Sports events, parades, picnics, festivals, dances, religious ceremonies, flag-raisings, birthday cakes and fireworks are typical features of July 1, Canada Day.

**CONTACT:** Secretary of State
303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: (204) 949-3601
Toll-free 1-800-782-0107

# ENERGY, MINES AND RESOURCES CANADA

**PROGRAM:** **CANADA ENERGY AUDIT PROGRAM (CEAP)**

**PURPOSE:** As successor to the National Energy Audit Program, CEAP analyzes energy use on site and assists in adopting measures to improve energy efficiency.

**WHO MAY APPLY:** The program is available in all provinces and territories, and is administered entirely by the Government of Canada. Buildings and facilities owned by federal, provincial and municipal governments are not eligible.

The Canada Energy Audit Program assists industrial and commercial firms and institutional organizations.

**LEVEL OF ASSISTANCE** There are three main areas of the program:

a) ENERGY AUDIT: the audit team takes specific energy-related measurements and makes on-site observations for a computer analysis and subsequent discussion on senior management and outlines steps that can be taken to improve energy efficiency. Estimates of potential yearly dollar savings, an important part of the analysis, are also discussed. This service is available through Manitoba Energy and Mines (945-4154 or 1-800-282-8069).

b) CONSULTING ADVICE ASSISTANCE GRANTS: Grants will be provided to assist firms in designing and planning projects offering significant energy savings. The grant will cover the consultant's total fee up to a maximum of $50,000. The first 50% of the grant for eligible projects will be paid on acceptance of the consultant's report. The remainder will be paid on receipt of confirmation of commencement of the project recommended.

c) SEMINARS AND WORKSHOPS: Seminars and workshops tailored to the specific needs of a group or region, will be provided for middle management and technical staff responsible for energy efficiency improvements. These sessions will focus on energy conservation technology and techniques.

**APPLICATION DEADLINE:** This is an on-going program, however, the grant element of this program will be phased out.

**CONTACT:**

Conservation and Renewable Energy Office
Main Floor
112 Osborne Street S.
Winnipeg, Manitoba
R3L 1Y5
Phone: Toll free 1-800-542-8928
949-4266

**PROGRAM:** ENERDEMO (CONSERVATION AND RENEWABLE ENERGY DEMONSTRATION PROGRAM

**PURPOSE:** Managing our energy situation effectively in the 1980s and beyond will largely be a function of applying innovative energy-conserving and renewable energy technologies which already have been researched and partly developed. Enerdemo activities are focused on two principal areas:

- implementing demonstration projects
- transferring information about the projects' results.

The objectives of this program are as follows:

- To develop and demonstrate promising systems and technologies that make it possible to use renewable resources, conserve energy, and use energy more efficiently.
- To inform energy consumers of the benefits related to the use of energy conservation techniques and renewable energy.
- To accelerate acceptance and commercialization of new energy technologies.
- To create jobs in new or existing industries.

**WHO MAY APPLY:**

- Industrial and commercial establishments
- Consultants
- Associations
- Educational institutions
- Government departments and agencies and municipalities
- Voluntary and non-profit organizations
- Individuals.

**CRITERIA:**

- Large and small projects that generate a reduction in energy use or substitute a renewable resource for conventional fuels, particularly oil.

- Projects having good potential by widespread implementation without further assistance following successful demonstreation.

- Well-documented proposals specifying the anticipated benefits and the target market.

- it is required that a proposal be submitted containing the following information:

  - the demonstration you wish to initiate
  - which form of energy will be replaced and how much will be saved
  - the reasons for believing that others will want to adopt your product or technology
  - how you will prove the effectiveness of your new technique.
  - the eventual users and methods of communicating the project's results, and
  - what assistance you expect from Enerdemo.

**LEVEL OF ASSISTANCE:**

To derive the contribution toward project costs, each project will be assessed individually in relation to the program criteria. The proportion of project costs provided by the applicant is an important factor of proposal evaluation. Project costs eligible for funding include:

- the project's direct costs, including materials and labor
- a reasonable portion of the indirect costs
- the costs of technology transfer and promotion.

Funding is available only for costs related to the project's energy aspects. For example, the building upon which a new solar system is to be mounted is ineligible for cost sharing.

**APPLICATION DEADLINE:**

The program will be in effect until March 31, 1989.

**REMARKS:**

Typical projects are:

- innovative retrofitting systems for existing buildings

- new, energy-efficient building designs

- methods for recovering residual energy in industrial operations

- testing new fuels

- heating buildings with wood residue

- industrial exploitation of solar energy

- small hydro-electric projects

**CONTACT:**

ENERDEMO
Energy, Mines and Resources Canada
112 Osborne Street South
Winnipeg, Manitoba
R3C 1Y5
Phone: 949-4266
Toll free at 1-800-542-8928

# FOUNDATIONS

## MURPHY FOUNDATION INCORPORATED

Suite 919 - 167 Lombard Avenue
Winnipeg, Manitoba
R3B 0V3
Telephone (204) 942-5281

**CRITERIA:**

- The applicant must be a registered charitable organization.
- Generally, the funds requested should be for projects relating to medical research, education, wildlife preservation, and wildfowl research and management.
- The projects should be Manitoba-oriented.
- The projects should be in the early stages of development and require financial assistance to get them started.
- Established projects or those requiring continuous support will generally not be considered.
- The board meets annually in December to consider any application for grants.
- Annual reports are not available.

**OFFICES:**

J.W. Burns, President
M. Nan Mason, Vice-President
E.C. Fenton, Secretary
I. Dyregrov, Assistant Secretary

**CONTACT:**

Send correspondence to I. Dyregrov, Assistant Secretary.

# MANITOBA ARTS COUNCIL

**PROGRAM:** **ACCESS**

**PURPOSE:** The ACCESS program is intended to aid existing community organizations in providing development or presentation opportunities to those artists aspiring to participate in the professional milieu.

It is designated for selected target groups which face barriers to full access in the participation of the professional arts: women, ethno-cultural minorities, native peoples, artists resident outside the major urban area.

Projects to be supported will be those which:

a) Provide information, guidance and assistance to those who face barriers with reference to participation in professional artistic endeavours, that is, projects which are educational in focus.

b) Provide aspiring artists opportunities to present their work in a professional context.

**WHO MAY APPLY:** Grants will be provided to community organizations which have been in existence for a minimum of one year prior to the date of application. The organization must demonstrate that one of its mandates is concerned with the arts.

**CRITERIA:** a) Grants will be provided to organizations which have designed a project which is educational in focus.

Eligible projects are those that:

- have specific short, intermediate and long-term objectives and that indicate how those objectives are to be met;

- have aspiring professionals as the beneficiaries;

- have developed a process to identify the potential beneficiaries;

- use recognized professionals as resource persons;

- demonstrate that appropriate arrangements have been made with arts organizations and institutions which are essential to achieving the objectives of the project;

- outline a budget consistent with the planned activity;

- have developed an evaluation process to determine the progress of the project as this relates to the enunciated objectives.

b) Grants will be provided to organizations concerned with providing opportunities for professional presentations of performing or creative work which does now exist.

- demonstrate that the opportunity provided through this project is not available through existing programs and endeavours in the community;

- have specific objectives and that indicate how those objectives are to be met;

- have aspiring professional as beneficiaries;

- have developed a process to identify the potential beneficiaries;

- use recognized professionals as resource persons;

- outline a budget consistent with the planned activity;

- have developed an evaluation process to determine results.

**LEVEL OF SUPPORT:** The size of the grants awarded will relate to the scope of the project. Council may not be in a position to cover the entire cost and therefore applicationts are encouraged to seek other sources of assistance as well.

**APPLICATION DEADLINE:** May 1, September 1, February 1.

**REMARKS** Applicants who wish to apply to the ACCESS Program are asked to contact the Manitoba Arts Council office to discuss the nature of the project, OR send a brief description of the project and its intent to the Manitoba Arts Council. If it is found appropriate in this program, the approved application form will be sent.

**CONTACT:**

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

**PROGRAM:** ARTISTS IN THE SCHOOLS

**PURPOSE:** To place creative and performing artists in rural and urban Manitoba classrooms. The program is designed to broaden and develop the art education program in the schools by bringing together the creative potential of students and the unique energy of artists.

**WHO MAY APPLY:** Any school in Manitoba - public, private and special can participate.

**CRITERIA:**

- An application form must be submitted to the Manitoba Arts Council.
- The schools are responsible for paying or purchasing materials required for the program.

**LEVEL OF SUPPORT:** The Manitoba Arts Council, in cooperation with the Department of Education, assumes the major part of the cost. Schools pay a portion, between $50.00 and $285.00 per day, depending upon the program selected.

**APPLICATION DEADLINE:** October

**CONTACT:**
Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2978

**PROGRAM:** ARTISTS IN SCHOOLS/COMMUNITIES

**PURPOSE:** This is a program, places artists in rural communities for a two to six-week period. It provides students as well as members of the community with an opportunity to participate in seminars, workshops, and lecture/demonstrations.

**WHO MAY APPLY:** The sponsor of the Artists in the Schools/Communities program can be any rural school or rural non-profit community organization which has been in existence for one year or more.

**CRITERIA:**

- The sponsor is responsible for paying for materials, space rental, promotion and publicity and other costs incurred at the community level.

**LEVEL OF SUPPORT:** The artist will be placed in a residency situation for a minimum of two weeks to a maximum of six weeks. Artists are paid by the Manitoba Arts Council and the sponsor is required to pay a fee according to an established fee schedule.

**APPLICATION DEADLINE:** October - annually

**CONTACT:**

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2978

**PROGRAM:** EXHIBITION ASSISTANCE

**PURPOSE:** To encourage the organization and presentations of work by Manitoba artists.

**WHO MAY APPLY:** An incorporated non-profit organization located in Manitoba.

**CRITERIA:** There are three areas in this program:

- In-House Exhibitions
- Juried Shows
- Special Exhibitions

The organization should have as its primary purpose or as one of its ongoing programs the presentation of exhibitions of art accessible to the general public.

**LEVEL OF SUPPORT:** The amount of the grant will be determined on the basis of eligible costs and the availability of funds.

**APPLICATION DEADLINE:** January 1, May 1, September 1.

**CONTACT:**
Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-4537

**PROGRAM:** ARTVENTURES "A"

**PURPOSE:**

- The ArtVentures "A" Program is intended to support innovative projects in the arts designed by organizations, artists or groups of artists.

- The program is designated for developmental and innovative arts projects. Support will be given to projects which explore new directions in the arts; present imaginative arts programs; offer community arts animation projects. The mandate is flexible to allow for the support, on a project basis, of a range of creative ideas designed by the applicants.

**WHO MAY APPLY:**

- Manitoba organizations whose primary endeavours are in one or more of the arts (dance, music, theatre, literary
or visual arts) and which have been in existence for a minimum of one year immediately prior to the date of application.

- Artists who have resided in Manitoba for a minimum of one year prior to the date of application.

**CRITERIA:**

- explore new directions in the arts or present the arts to the community in an imaginative fashion so as to enhance the public's understanding of the art form;

- identify specifically the beneficiaries of the project;

- have the specific objective of developing and/or presenting Manitoba artists and indicate how the project achieves that objective;

- have an evaluation process to determine the results;

- outline a budget consistent with the planned activities;

The program is not intended to support:

- capital, deficit reduction or fund raising projects;

- projects for which the Manitoba Arts Council or the Department of Culture, Heritage and Recreation have programs with specific criteria and objectives;

- projects which are part of the regular operations or of the services provided by applying organizations.

**LEVEL OF ASSISTANCE:** The level of assistance provided will relate to the scope of the project and usually will not exceed $5,000. Applicants are encouraged to seek other souces of funding.

**APPLICATION DEADLINE:** May 1, September 1, February 1.

**REMARKS:** Organizations and artists wishing to apply to ArtVentures "A" are asked to contact the Manitoba Arts Council office to discuss the nature of the project, or to send a brief description of the project and its intent to the Manitoba Arts Council. If it is deemed appropriate to fund the project through this program, the approved application form will be forwarded to the applicant.

**CONTACT:** Manitoba Arts Council
100-93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

**PROGRAM:** **ARTVENTURES "B"**

**PURPOSE:**

- The ArtVentures "B" Program is intended to assist community-based organizations to hire professional artists to work in a concentrated program in the community.

- The program is designated for community projects which involve professional artists and which are developmental in nature. It is not intended that the program be used to provide instructors for programming currently in place nor for short-term workshops.

- Grants awarded to community organizations are usually to assist with artists' fees only. If sufficient justification is provided by the applicant, Council, at its discretion, may consider allowance for extraordinary project costs.

**WHO MAY APPLY:** Community-based, non-profit organization which has been in existence for a minimum of one year.

**CRITERIA:** An eligible project is that which:

- is sponsored by a community-based, non-profit organization which has been in existence for a minimum of one year;

- involves a recognized professional artist who has resided in Manitoba for a minimum of one year prior to the date of application;

- has been designed cooperatively by the sponsoring organization and the artist;

- demonstrates that the opportunities provided through the project are not available through existing programs and endeavours in the community;

- enables project participants to explore new directions in a particular discipline.

**LEVEL OF ASSISTANCE:** The level of assistance will relate to the scope of the project and usually will not exceed $5,000.

**APPLICATION DEADLINE:** May 1, September 1, February 1.

**REMARKS:** Organizations which wish to apply to ArtVentures "B" are asked to contact the Manitoba Arts Council office to discuss the nature of the project, OR to send a brief description of the project and its intent to the Manitoba Arts Council. If it is deemed appropriate to fund the project through this program, the approved application form will be sent to the organization.

**CONTACT:** Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: (204) 945-2237

**PROGRAM:** **PUBLIC READINGS BY MANITOBA WRITERS**

**PURPOSE:** To increase the public's awareness of and appreciation for the work of Manitoba Writers of fiction, poetry and dramas, and to provide opportunities for the writers to reach a wider audience.

**WHO MAY APPLY:** Manitoba community organizations concerned with the writing, publication and readings of work by contemporary Manitoba writers, and having a mandate to encourage such activities. Schools are ineligible for this program but may apply through the Artists in the Schools program, Readings by Canadian Writers section.

**CRITERIA:** Writers:

1) Must be residents of Manitoba;

2) Must be writers of fiction, poetry, or drama;

3) Must have been professionally published, either in book form or in periodicals and journals. In the latter case, a number of works should have been published, to indicate that the writer has begun to establish a professional reputation.

To qualify for support through this program the events must be open to the general public. Readings may be free of charge; however, an entry fee may be charged should the host organization wish to do so.

**LEVEL OF ASSISTANCE:**

- The program provides assistance for approved readings and readings' series. The support consists of a $150.00 fee per reading. Where more than one writer is involved in a reading, the fee is to be shared.

- For a readings' series the Manitoba Arts Council may provide a small amount to cover incidental costs.

**APPLICATION DEADLINE:** For single events the application should be submitted to the Council a minimum of six weeks prior to the planned date of the reading. Applications for a series of readings should be submitted to allow for a minimum of two months processing time.

**REMARKS:**

- The organization must outline the anticipated income and expenditures for the event.
- The Manitoba Arts Council has information on file on many published Manitoba writers and will not normally require the applicant to provide background information on their training and accomplishments. In the event that Council's information on the writer is inadequate, it will be requested.
- Sponsors may wish to contact provincial and national writers' groups for information on writers.
- Applicants are encouraged to contact the Manitoba Arts Council prior to completing the application to discuss the project, potential writers available and eligible, and for clarification of any aspect of the program.
- The organization will be advised of the decision of the Council. The payment will be made upon receipt of a report submitted at the conclusion of the event. The organization is responsible for paying the writer and any incidental costs associated with the event.

**CONTACT:**

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

# MANITOBA INTERCULTURAL COUNCIL

**PROGRAM:** **ETHNOCULTURAL COMMUNITY SUPPORT FUND**

**PURPOSE:** All activities by an ethnocultural organization, which are of benefit to the organization or to the ethnocultural community will be considered for support. For example, applications may be made for operational funding, capital projects, intercultural activities, and new and innovative projects.

**WHO MAY APPLY:** All those organizations assigned to the Multicultural Umbrella by the Manitoba Lotteries Foundation. Members of the Intercultural Council are automatically members of the Multicultural Umbrella.

**CRITERIA:**

- An organization must have been in existence at least one year.
- An organization must have a constitution or by-laws defining the nature, objectives, and tasks of the organization, which constitution or by-laws must be filed with the Manitoba Intercultural Council.
- An organization must be a non-profit organization with a statement of charitable, education or service aim, clearly identified in the organization's constitution or by-laws. (neither incorporation nor registration with Revenue Canada Taxation is a requirement.)
- Full accountability is required. Accountability will include the presentaion of a budget, financial statements disclosing the operations of the organization and accountability of the previous year's allocation. (if any)

**LEVEL OF ASSISTANCE:** The Ethnocultural Community Support Fund will provide up to 50% of the budget for operations and projects. In special cases, up to the full cost of small budgets may be provided.

Seed money for the establishment of organizations for new ethnocultural communities will be considered.

Eligible organizations may receive Ethnocultural Community Support Funds by sharing in the Multicultural Casino, by being assigned to bingo events disbursements from the Gaming Fund.

**APPLICATION DEADLINE:** All applications will be received and considered on a quarterly basis. The final dates for receipt of application for the next quarters will be July 31, 1985; October 31, 1985; and January 31, 1986.

**CONTACT:**

Ethnocultural Community Support Fund
Manitoba Intercultural Council
500 - 283 Portage Avenue
Winnipeg, Manitoba
R3B 3B2
Phone: 945-4576 or 1-800-282-8069

# MANITOBA COMMUNITY SERVICES COUNCIL

**PROGRAM:** **MANITOBA COMMUNITY SERVICES COUNCIL FUNDING**

**PURPOSE:** To allocate funds and/or gaming dates/events to Manitoba organizations qualifying as participants in the Community services umbrella.

**WHO MAY APPLY:** Non-profit organization qualifying as participants in the Community Services umbrella.

**CRITERIA:** The organization applying must be a non-profit body which seeks funds for a purpose deemed by the Council to be a Community Service serving more of the community than the self interest of those of the Board of Directors of the organization.

- Its management must be directed by a duly constituted board of volunteers which assumes accountability to the community and meets at least four times a year. The board shall serve without remuneration.
- It must have a plan of organization, develop an annual budget and operate on a sound financial basis, maintain an adequate system of records and reports and publish an annual audited financial report.
- It must make effective use of volunteers wherever possible.
- If it employs staff, they must be qualified by training and/or experience.

**LEVEL OF ASSISTANCE:** There is no specific amount, it varies according to the proposed project. Grants may be approved at a level lower than that requested or approval may be given for only a specific part of the request.

**APPLICATION DEADLINE:** On-going depending on availability of funds.

**CONTACT:** Manitoba Community Services Council
c/o Elaine Taylor
3rd Floor, #5 Donald Street
Winnipeg, Manitoba
R3L 2T4

# MANITOBA HERITAGE FEDERATION

**PROGRAM:** **MANITOBA HERITAGE FEDERATION**

**PURPOSE:** The purpose of the grant program is to assist with promoting, encouraging, developing and preserving the heritage of Manitoba.

**WHO MAY APPLY:** Persons or non-profit organizations based in Manitoba.

**CRITERIA:**

- Meet the objectives of the Manitoba Heritage Federation.
- demonstrate the capacity for planning, budgeting and implementing the project of the satisfaction of the Manitoba Heritage Federation.
- in case of an organization, be directed by a duly constituted Board of volunteers which assumes accountability to a membership, meets at least four times a year, and serves with no renumeration, or be a member of the Federation.
- in case of a person or persons, be sponsored by an organization which meets the approval of the Manitoba Heritage Federation.
- have a plan or organization, develop an annual budget, operate on a sound financial basis, maintain an adequate system of records and reports, and prepare an annual financial report.

**LEVEL OF ASSISTANCE:** The amount of support will be based on the availability of funds and the recognized needs of the applicant. After ascertaining that the request meets the above criteria, support for approved activities will be provided from the funds available.

**APPLICATION DEADLINE:** There will be two application deadlines, February 1 and October 15.

**CONTACT:**

Manitoba Heritage Federation Inc.
434 - 167 Lombard Ave.
Winnipeg, Manitoba
R3B 0T6
Phone: 943-4568

# SERVICE CLUBS

There are various service clubs presently located in your community. Their main objective is to raise funds for worthwhile projects. If you require assistance with a program or project in your community these groups may be an invaluable resource. Some of these clubs are:

- Benevolent and Protective Order of Elks of Canada
- Fraternal Order of Eagles
- I.O.D.E.
- Jaycees
- Kinsmen
- Kiwanis
- Shriners
- Knights of Columbus
- Lions
- Masons
- Independent Order of Odd Fellows
- Optimistic International
- Order of the Eastern Star
- Order of the Royal Purple
- Quota Club
- Rebekah Assembly of Manitoba
- Rotary Club
- Royal Canadian Legion
- Salvation Army
- Sertoma Club

# TELEGLOBE CANADA

**PROGRAM:** DONATIONS COMMITTEE

**PURPOSE:** To provide funds to registered charitable organizations to assist them in carrying out activities related to their organizational objectives.

**GRANT CRITERIA:** Groups applying for the first time must provide a statement outlining the objectives of the program to be funded and the purpose of their organization, as well as a financial report.

**SUPPORT:**

- Assistance will be dependent on the project submitted.
- Funds are limited to the amount of $1,000.00 per applicant. Applicants may re-submit requests for additional support annually.

**WHO MAY APPLY:** Various non-profit groups (such as artistic groups, universities, health and welfare organizations, community and recreational centres, etc.) which have a Revenue Canada charitable registration number.

**APPLICATION DEADLINE:** Ongoing

The Donations Committee meets once every two months to decide on recipients of available funds.

**CONTACT:**

Mme. Jocelyne Valiquette
Secretary, Donations Committee
Public Relations
Téléglobe Canada
680 Sherbrooke Street West
Montreal, Quebec
H3A 2S4
Phone: (514) 289-7213

# UNIVERSITY OF MANITOBA

**PROGRAM:** FIELD PLACEMENT

**PURPOSE:**

- To expose the student to a realistic job setting which gives some clear expectations about the nature of entry-level positions in leisure services, and the nature of the functioning of a leisure service agency.

- To allow the practitioner the opportunity to make an important contribution to the education of future professionals; this in turn ultimately enhances the entire leisure service field.

**CRITERIA:** A detailed description must be submitted outlining the major components of the placement, including:

- hours of involvement;
- location of work place;
- daily expectations and responsibilities;
- supervisory relationship(s);
- special projects or assignments; and
- detailed job description.

**SUPPORT:** A third year student from the Bachelor of Recreation Studies program will work for a fourteen week period of full time work. The placement will take place from January to end of March.

**WHY MAY APPLY:** An agency, municipal or provincial government department or private business whose primary focus is the field of recreation.

**APPLICATION DEADLINE:** Applications must be submitted by August.

**CONTACT:**

Recreation Student Field Work
c/o Jack Lewis
Faculty of Physical Education and Recreation Studies
Room 114, Frank Kennedy Building
University of Manitoba
Winnipeg, Manitoba
R3T 2N2
Phone: 474-8762

**MANITOBA CULTURE, HERITAGE AND RECREATION**

PROGRAM: _____

OFFERED BY: _____

DESCRIPTION OF PROGRAM: _____

_____

_____

_____

_____

CONTACT: NAME: _____

ADDRESS: _____

_____

PHONE: _____

PLEASE RETURN TO: Donna Ghidoni
Manitoba Culture, Heritage and Recreation
Recreation Branch
8th Floor, 177 Lombard
Winnipeg, Manitoba
R3B 0W5

Phone: 945-4401